

MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 192 HELD ON THURSDAY, JUNE 9th, 2005 IN SUITE #319-550 EAST 6th, AVENUE, VANCOUVER, BC

The meeting was called to order at 7:05 pm.

Council members present:

Arni Mihoiluk, Chair
Caroline Leeks
Leona Rothney
Rick Forde
Sheila Walcroft
Michael Cressey

Condex Property Management Ltd. Edward N. Whitlock, Property Manager

1. Previous Minutes:

It was duly **MOVED AND SECONDED** to approve the minutes of the previous Council meeting held April 4, 2005 as circulated. **CARRIED**

2. Financial Statements:

Council reviewed the March, April and May, 2005 financial statements. Following discussion and questions it was duly **MOVED AND SECONDED** to approve the statements as presented. **CARRIED**

3. Carpeting in Centre Stairwell:

Further to discussion at the Annual General Meeting Council discussed the issue of torn carpets in the centre stairwell. It was noted several stairs have tears in the carpet right at the step edge.

Following discussion Council Chairman, Arni Mihoiluk, volunteered to purchase metal edges and install them for the Strata Corporation.

4. Carpet Cleaning:

Council agreed to have all common area carpets cleaned in the building. Council requested Service Master be used for the cleaning.

5. Landscaping:

Council discussed numerous issues with regard to landscaping for the complex. A request was received to have the pine tree located directly behind the Landmark Gardens sign to the right of the entranceway removed. It was noted the tree has three large main branches which are growing into other surrounding trees and shrubs. Following further lengthy discussion and consideration Council agreed to have the pine tree removed. Council requested a quotation be obtained to have three yards of topsoil delivered to the complex for distribution in the garden beds. Council also requested the Landmark sign located in the garden area be completely rebuilt as it is rotten throughout.

Council Chairman, Arni Mihoiluk, advised Council he was able to purchase a power washer at a very reasonable cost and suggested the building purchase the power washer for use in and about the complex. Following discussion Council agreed to reimburse Arni \$325.00 for the purchase of the power washer for the building. Those owners with ground floor suites may contact Arni to borrow the power washer for the washing of their patio decks.

6. Roof Replacement:

General discussion was held with regards to the replacement of the sloped roofs in the complex. It was noted owners defeated a $\frac{3}{4}$ vote resolution calling for the replacement of the roofs in the summer of 2005. A suggestion was put forward that a professional roof inspector be hired by the Strata Corporation to assess the condition of the sloped roofs and the condition and life expectancy of the flat roof. Council agreed with this course of action. Council member, Sheila Walcroft, recommended the hiring of a roofing inspector which had been recommended to her.

7. Other Business:

- a) General discussion was held with regards to compiling a list of rules for distribution to new owners when they move into the building. Council members Rick Forde and Arni Mihoiluk volunteered to compile the list of rules.
- b) Concerns were expressed regarding the collection of the recycling materials in the underground garage. It was noted the recyclers had not been on site for two weeks and the bins are now overflowing. The Property Manager is to contact the City to have this item addressed.
- c) A Council member expressed concerns with regard to the performance of the building's janitorial cleaner, Dale. The Council member noted Dale is not coming on site on the same days each week and spends as little as one hour per visit. The Council member volunteered to clean out the supply room Dale uses and also requested a copy of Dale's contract for review. Following lengthy discussion Council agreed the Property Manager would meet with Dale to discuss these concerns and have them addressed.
- d) Council agreed they would conduct an inspection of all balconies in the complex to ensure compliance with Strata Corporation By-laws with respect to storage of miscellaneous items on balconies. Owners are respectfully requested to ensure any garbage or miscellaneous items are removed from your balcony as only plants and patio furniture is permitted.
- e) A suggestion was put forward the complex conduct a garage sale in the summer. It was suggested tables could be placed on the City boulevard where residents could place their items for sale. It was agreed owners be polled to see if there is enough support to hold a garage sale.
- f) Council requested the west exit door leading into the underground garage be checked for proper operation. It was noted the door does not close completely.

There being no further new business the meeting adjourned at 8:30 pm.

Condex Property Management Ltd.
210-2695 Granville Street
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Tel: 604-682-5611

MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 192 HELD ON MONDAY, AUGUST 29th, 2005 IN SUITE #307-550 EAST 6th, AVENUE, VANCOUVER, BC

The meeting was called to order at 7:00 pm.

Council members present:

Arni Mihoiluk, Chair
Caroline Leeks
Leona Rothney
Rick Forde
Sheila Walcroft
Michael Cressey

Condex Property Management Ltd.

Maria A. Corey, Property Manager

1. Previous Minutes:

It was duly **MOVED AND SECONDED** to approve the minutes of the previous Council meeting held June 9, 2005 as circulated. **CARRIED**

2. Financial Statements:

Council reviewed the June and July, 2005 financial statements. Following discussion and questions it was duly **MOVED AND SECONDED** to approve the statements as presented. **CARRIED**

3. Sign Replacement:

Council discussed the different options for sign replacement and made a decision to replace the sign with the same style as the original sign. Trade will be contacted to proceed with the construction of the new sign.

3. Landscaping:

Council discussed the following issues with regard to landscaping for the complex:

Pine Tree Removal:

The pine tree located directly behind the Landmark Gardens sign was removed in June 2005. Council received correspondence from a few owners at Landmark Gardens expressing their concerns with the procedures involved in removing the pine tree. Council would like to confirm and assure all residents that this undertaking was thoroughly discussed amongst Council and Management and all appropriate measures were taken to ensure that the tree was removed with the proper authority of a certified Arborist and with the appropriate permit from the City of Vancouver. The Property Manager provided a report on the recommendations from the Arborist and confirmed that all proper procedures were adhered to. Council advises that a suitable replacement would be looked into with the new Landscapers to determine type, cost and time frame.

Landscape Contract:

After careful and considerable amount of discussion regarding the current landscape contract it was duly **MOVED AND SECONDED** to terminate the current contract and hire a new landscape contractor.

CARRIED

Property Manger provided Council with quotes for new landscapers. Council reviewed the quotes and discussed the need for a reliable, consistent and experienced landscaper who could bring up the current state of the grounds. After careful discussion it was duly **MOVED AND SECONDED** to hire L & W Landscaping.

CARRIED

6. Roof Replacement:

Council hired a professional roof inspector who provided Council with a detailed report on the current status of the roof. It was noted in the report that it is imminent that the roof be replaced. Council solicited several companies to provide quotes on re-roofing the entire roof in the sprig of 2006. Council has received the quotes and is currently reviewing. At the next council meeting a few selected trades will be called in to discus the quotes and the different roofing options such as a Bitumen Torch On System vs. a Polymax Mopped roofing system.

Council discussed the roof inspection report and noted that the existing roof does not have sufficient drainage. Council advised Property Manger to provide quotes on adding drainage to the roof system that would be installed and tied in to the new roof system in the spring of 2006.

A **Special General Meeting** will be called during the last week of **October 2005** to put forward a vote to all the owners on the roof report and proposed roof replacement for spring 2006.

7. Other Business:

- a) Arni Mihoiluk will be starting the painting of the parkade lines and pillars in September 2005.
- b) Please read the attached handout: Re: **WELCOME TO LANDMARK GARDENS.**

There being no further new business the meeting adjourned at 8:37 pm.

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MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 192 HELD ON THURSDAY, MARCH 9, 2006, IN SUITE #319-550 EAST 6th AVENUE, VANCOUVER, B.C.

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

Council members present: Arni Mihoituk
Sheila Walcroft
Caroline Leeks
Mike Cressey

Condex Property Management Ltd. Edward N. Whitlock, Property Manager

1. Previous Minutes:

It was duly **MOVED** and **SECONDED** to approve the minutes of the previous council meeting held August 29, 2005 as circulated. **CARRIED**

2. Financial Statements:

Council reviewed the August 2005 through January 2006 financial statements. Following discussion and questions it was duly **MOVED** and **SECONDED** to approve the statements as presented. **CARRIED**

3. Roofing Estimates:

General discussion was held with regards to the plan for re-roofing the complex. Council was in general agreement that the job could not proceed this year due to the necessity to special assess the entire project and there would not be enough time for residences to pay the assessment. Council was in agreement the re-roofing project be planned for 2007. Preliminary estimates revealed the re-roofing project would cost in the neighborhood of \$150,000.00. It was noted the roof is in very poor condition and requires replacing. It was agreed a ¾ vote resolution be placed on the agenda of the upcoming annual general meeting calling for the special assessment of \$150,000.00 due in three equal payments to be paid by the spring of 2007.

4. Proposed Budget – 2006/2007:

Council was presented with a proposed operating budget for the 2006/2007 fiscal year. It was noted there was little change in the new budget over the previous years budget with the exception of the natural gas and landscaping category. During the past four months natural gas rates have increased 19½ % council was in full agreement there have to be an increase in owners monthly maintenance fees to cover this increase in operating expenses. Following discussion council agreed to review the budget further over the next few weeks and finalize the budget at the next scheduled council meeting.

5. Annual General Meeting:

Council agreed the A.G.M. be held on Tuesday, May 23rd at 7:30 pm in the lobby.

Council also agreed the next council meeting be held on Monday, April 24th at 7:00 pm.

6. Correspondence:

Correspondence was received from a resident on the third floor requesting permission to rent their suite. Following discussion and review council noted all eight rental spots are filled and suggested the owner be placed them on the rental waitlist.

Council then discussed a \$511.59 charge from the fire maintenance company when they were called out to the building on the weekend as an owner had damaged and activated a heat detector within their suite. Following a complete review of the circumstances involved council agreed the full amount of the bill be charged to the owner.

7. Other Business:

- a) Property Manager advised council of major repairs required to the front landing to the entrance of the building. The large wood deck is supported by bolts going through the stringers into the post along side of the staircase. One bolt has recently broken through causing the entire landing to sag. Council was advised temporary repairs have been undertaken to support the landing, however, major repairs are required to stabilize and support the landing in a safe manner
- b) Residences are requested to clean out their parking stalls of miscellaneous items. Storage is not permitted in any parking stalls. Thank you for your cooperation.

There being no further new business the meeting adjourned at 8:15 p.m.

Condex Property Management Ltd.
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MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 192, HELD ON TUESDAY, MAY 23rd, 2006 IN THE LOBBY, 550 EAST 6th AVENUE, VANCOUVER, BC.

- a) The meeting to order at 7:35 pm.
- b) The signing-in sheet indicated 31 owners were represented, 5 by proxy. A quorum being present the meeting could proceed.
- c) It was duly **MOVED AND SECONDED** that the required notice of the meeting had been received.
CARRIED
- d) **Previous Minutes:**
It was duly **MOVED AND SECONDED** to approve the minutes of the previous Annual General Meeting held on May 12th, 2005 as circulated. **CARRIED**

e) Proposed Budget - 2006/2007:

Owners were presented with a proposed operating budget which represented a 14.3% increase in owners monthly maintenance payments. It was explained the increase was necessary due to increased natural gas costs and a substantial increase in the landscaping maintenance costs. Lengthy discussion was held with regards to the size of the increase and options to reduce the amount of the increase. An owner suggested residents be encouraged to turn off the pilot light on their natural gas fireplace during the summer season.

Some owners were of the opinion the landscaping maintenance costs should be reduced and if necessary, retain an alternate landscaping company at a lower cost.

Following further lengthy discussion it was duly MOVED AND SECONDED to reduce the landscaping budget from \$8,300.00 to \$5,400.00 CARRIED

Council Chair, Arnie Mihoiluk, suggested the existing company can still be retained, however, the number of months in the year that they perform work be reduced.

It was duly MOVED AND SECONDED to adopt the budget as amended. CARRIED

f) ¾ Vote Resolution – Special Assessment - Reroofing:

Owners were presented with a ¾ vote resolution calling for the special assessment of \$150,000.00 for reroofing of the complex in 2007. Owners were advised the roof is in urgent need of replacement and that the \$150,000.00 amount was determined from quotations received in 2006. In light of the construction boom, it was suggested this cost may be low when bids are obtained. The Property Manager suggested proper specifications be drawn up for the reroofing and the job be put to tender in December in 2006 for a possible startup date of March, 2007. It is hoped by tendering the job in December the best possible price could be obtained.

Following further discussion and questions it was duly MOVED AND SECONDED that be it resolved by ¾ vote resolution that owners be special assessed \$150,000.00 based on unit entitlement, due in three equal payments August 1 st & November 1 st , 2006 and March 1 st , 2007 for reroofing the building in the spring of 2007. CARRIED, Unanimously
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g) ¼ Vote Resolution – Bylaw Amendment:

Owners were presented with a ¼ vote resolution calling for the repeal and replacement of Bylaw 16. Bylaw 16 deals with moves in and out of the building and the levying of a move in fee deposit. The current Bylaw 16 stipulates a \$100.00 move in deposit be paid and refunded following a move. It was explained the administration of the deposit is exceedingly difficult, as every aspect of a move in to the building would have to be monitored in order to prove damages sustained to walls or ceilings. The proposed Bylaw 16 would implement a \$200.00 move in fee payable for any move into a strata lot.

Following further discussion and review it was duly **MOVED AND SECONDED** that be it resolved by ¼ vote resolution that Bylaw 16 be repealed and replaced with the following:

Bylaw 16: Move In Fee:

16.1 A \$200.00 move in fee shall be levied for any move into a strata lot.

16.2 Moving shall only be permitted between the hours of 8:00 am to 8:00 pm.

CARRIED, Unanimously

h) Election of Strata Council:

The following owners were nominated to serve on the 2006/2007 Strata Council:

Sheila Walcroft

Arni Mihoiluk

Olivia Flynn-Gomez

Travis Fricker

Susan Little

Mike Cressey

Genny Lau

There being no further nominations the Council was elected by acclamation.

There being no further new business the meeting adjourned at 8:30 pm.

Condex Property Management Ltd.

210-2695 Granville Street

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**STRATA PLAN VR 192
MAINTENANCE FEES
June 1, 2006 - May 31, 2007**

<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Monthly Maintenance</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Monthly Maintenance</u>
101	169	\$174.49	211	214	\$220.96
102	157	162.10	212	156	161.07
103	158	163.14	213	235	242.64
104	117	120.80	214	235	242.64
105	173	178.62	215	163	168.30
106	173	178.62	216	161	166.23
107	124	128.03	217	161	166.23
108	172	177.59	218	163	168.30
109	172	177.59	219	239	246.77
110	117	120.80	301	170	175.53
111	212	218.89	302	158	163.14
112	156	161.07	303	159	164.17
113	233	240.57	304	118	121.84
114	234	241.61	305	173	178.62
115	162	167.27	306	173	178.62
116	160	165.20	307	233	240.57
117	160	165.20	308	173	178.62
118	162	167.27	309	173	178.62
119	238	245.74	310	118	121.84
201	170	175.53	311	214	220.96
202	158	163.14	312	156	161.07
203	159	164.17	313	235	242.64
204	118	121.84	314	235	242.64
205	173	178.62	315	163	168.30
206	173	178.62	316	161	166.23
207	233	240.57	317	161	166.23
208	173	178.62	318	163	168.30
209	173	178.62	319	240	247.80
210	118	121.84	TOTALS	10,000	\$ 10,325.05
			ANNUAL		\$ 123,900.60

Payable in Three Installments: August 1, November 1, 2006 and March 1, 2007

<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Total Assessment</u>	<u>Three Equal Payments of:</u>
101	169	\$2,535.00	\$845.00
102	157	2,355.00	785.00
103	158	2,370.00	790.00
104	117	1,755.00	585.00
105	173	2,595.00	865.00
106	173	2,595.00	865.00
107	124	1,860.00	620.00
108	172	2,580.00	860.00
109	172	2,580.00	860.00
110	117	1,755.00	585.00
111	212	3,180.00	1,060.00
112	156	2,340.00	780.00
113	233	3,495.00	1,165.00
114	234	3,510.00	1,170.00
115	162	2,430.00	810.00
116	160	2,400.00	800.00
117	160	2,400.00	800.00
118	162	2,430.00	810.00
119	238	3,570.00	1,190.00
201	170	2,550.00	850.00
202	158	2,370.00	790.00
203	159	2,385.00	795.00
204	118	1,770.00	590.00
205	173	2,595.00	865.00
206	173	2,595.00	865.00
207	233	3,495.00	1,165.00
208	173	2,595.00	865.00
209	173	2,595.00	865.00
210	118	1,770.00	590.00
211	214	3,210.00	1,070.00
212	156	2,340.00	780.00
213	235	3,525.00	1,175.00
214	235	3,525.00	1,175.00
215	163	2,445.00	815.00
216	161	2,415.00	805.00
217	161	2,415.00	805.00
218	163	2,445.00	815.00
219	239	3,585.00	1,195.00
301	170	2,550.00	850.00
302	158	2,370.00	790.00
303	159	2,385.00	795.00
304	118	1,770.00	590.00
305	173	2,595.00	865.00
306	173	2,595.00	865.00
307	233	3,495.00	1,165.00
308	173	2,595.00	865.00
309	173	2,595.00	865.00
310	118	1,770.00	590.00
311	214	3,210.00	1,070.00
312	156	2,340.00	780.00
313	235	3,525.00	1,175.00
314	235	3,525.00	1,175.00
315	163	2,445.00	815.00
316	161	2,415.00	805.00
317	161	2,415.00	805.00
318	163	2,445.00	815.00
319	240	3,600.00	1,200.00
TOTALS	10,000	\$150,000.00	\$50,000.00

The Owners, Strata Plan VR 192
Proposed Budget
For 2006/07

Income:	2005/06 <u>Budget</u>	2005/06 <u>Actual / Est.</u>	2006/07 <u>Budget</u>
Owners Contributions	\$ 110,965.00	\$ 110,928.00	\$ 126,800.00
Fines	200.00	25.00	100.00
Interest	420.00	742.64	720.00
Miscellaneous	150.00	285.00	150.00
Laundry	5,820.00	5,505.00	5,400.00
Parking	720.00	720.00	720.00
Locker	<u>720.00</u>	<u>660.00</u>	<u>720.00</u>
Total Income	<u>118,995.00</u>	<u>118,865.64</u>	<u>134,610.00</u>
General Expenses:			
Administration	800.00	793.64	800.00
Audit	1,000.00	0.00	1,000.00
Caretaker	6,600.00	6,600.00	6,600.00
Insurance	14,900.00	11,660.00	12,200.00
Management	<u>10,250.00</u>	<u>10,250.04</u>	<u>10,250.00</u>
	<u>33,550.00</u>	<u>29,303.68</u>	<u>30,850.00</u>
Building Expenses:			
Elevator	2,650.00	2,458.25	2,700.00
Enterphone	550.00	589.96	550.00
Fire Protection	1,500.00	1,536.19	1,500.00
Garbage	2,700.00	2,648.56	2,700.00
Hydro	5,200.00	6,544.68	6,600.00
Gas	38,000.00	39,750.20	49,800.00
Laundry	3,700.00	3,788.08	3,800.00
Miscellaneous	200.00	151.48	200.00
Plumbing & Heating	6,000.00	4,504.32	5,000.00
Repairs & Maintenance	9,215.00	13,207.18	11,000.00
Supplies	500.00	505.73	510.00
Water / Sewer	<u>8,400.00</u>	<u>7,479.31</u>	<u>7,800.00</u>
Total Expenses	<u>78,615.00</u>	<u>83,163.94</u>	<u>92,160.00</u>
Ground Expenses:			
Irrigation	300.00	296.96	300.00
Landscape Maintenance	<u>3,300.00</u>	<u>7,629.10</u>	<u>8,300.00</u>
	<u>3,600.00</u>	<u>7,926.06</u>	<u>8,600.00</u>
Total Expenses	115,765.00	120,393.68	131,610.00
Excess of Income Over Expenses	3,230.00	(1,528.04)	3,000.00
Allocation to CRF	<u>3,230.00</u>	<u>3,230.04</u>	<u>3,000.00</u>
Surplus / (Deficit)	<u>\$ -</u>	<u>\$ (4,758.08)</u>	<u>\$ -</u>

This budget reflects a 14.3% increase in Owners Maintenance Contributions.

MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 192 HELD ON THURSDAY, NOVEMBER 9th, 2006, IN SUITE #319-550 EAST 6th AVENUE, VANCOUVER, B.C.

The meeting was called to order at 7:00 pm.

Council members present:

- Arni Mihoiluk
- Olivia Flynn-Gomez
- Mike Cressey
- Sheila Walcroft
- Susan Little
- Barry Whitclaw (appointed to Council in place of Travis Fricker)

Condex Property Management Ltd. Edward N. Whitlock, Property Manager

1. Previous Minutes:

It was duly **MOVED** and **SECONDED** to approve the minutes of the previous council meeting held March 9th, 2006 as circulated. **CARRIED**

2. Financial Statements:

Council reviewed the February through September, 2006 financial statements. Following discussion and questions it was duly **MOVED** and **SECONDED** to approve the statements as presented. **CARRIED**

3. Development Reroofing:

General discussion was held with regards to the upcoming development reroofing project for 2007. Council discussed specific details of the reroofing project such as re-sloping of the roof in certain sections to facilitate better drainage, and the installation of additional metal flashing in place of stucco which is in poor condition. Council was in agreement that quotations should be obtained within the next month to two months in order obtain the best possible price for the project.

Council then discussed the issue of the large maple trees along the rear of the building and along the east side. It was noted that the trees are now significantly past the height of the building which results in leaves and twigs and other debris from the trees being blown onto the roof, clogging the drains. All Council members were in agreement the trees pose a serious maintenance issue with regards to the roof and agreed the trees would be pruned down to below the roofline of the building. During this work, the trees would be thinned out at the same time to increase light for the suites below. Council Chairman, Arni, noted the cost of this work to be in the \$3,000.00-range and Council agreed the work be initiated within the next few weeks while the trees are in the dormant stage.

4. Garage Ceiling Leaks:

The Property Manager presented a quotation in the amount of \$5,850.00 for the sealing of all cracks in the underground garage ceiling which are currently leaking. Council noted the leaks currently pose no immediate danger and agreed this project be pursued following the reroofing of the building. Council also requested a new cover be fabricated for the airshaft opening in the patio of #119. Council also requested the concrete be sealed around the gas pipe which enters through the underground garage ceiling.

5. Garage Door – Service Contract:

The Property Manager presented to Council a proposed service contract for the underground garage door. It was noted the contract would cover two visits per year at \$100.00 per visit for the inspection, lubrication and

alignment of the door. Following consideration Council agreed the maintenance contract would be a good idea and should help prolong the life of the garage door and operator. It was agreed the contract be signed.

It was noted an owner in the building is jamming the underground garage door with a wooden stick to hold it open while they exit the garage. Council was in agreement such an action could cause extensive damage to the door. Council requested a letter be forwarded to the owner in question, advising fines would be levied against them immediately should this practice be repeated.

6. Correspondence:

- a) Correspondence was received from a resident on the 1st floor expressing complaint regarding noise emanating from the suite above them. Specific complaints dealt with the playing of a stereo in the early morning hours, loud talking, and loud walking noises through the suite.

Council noted the suite in question on the 2nd floor had a laminate floor recently installed, which will amplify the sounds within a suite. Council requested a letter be forwarded to the owner of the suite on the 2nd floor asking they consider the installation of area rugs to help with the noise issue and to not play their stereo excessively loud in the early morning hours.

- b) Correspondence was received from an owner on the 1st floor requesting permission to install a flagstone patio surface, which would replace the current wooden surface. Following discussion and consideration Council approved the request.

- c) Correspondence was received from an owner requesting an extension in time to pay their special assessment for the roof due to financial hardship. It was noted the owner has not made the August or November payment for the special assessment. Following discussion Council agreed the owner be given an extension in time for payment of the assessment to January 1st, 2007. If the assessments are not paid by this date. Council requested the bank holding the mortgage on the suite be contacted and payment requested from the bank.

7. Other Business:

- a) Council requested a leak in the storage closet underneath the west stairwell be repaired.
- b) The owner of a suite on the 1st floor at the south side of the building expressed concern regarding no drain on their deck area. The Property Manager confirmed all suites on the lower floor have drains on their patio and that in all likelihood the drain has been covered up. It was agreed the Property Manager inspect the patio to determine the drain's location.
- c) Concerns were expressed with regards to the lack of regular pickup of the building's recycling materials. The Property Manager noted the recycling contractor has had internal problems with regards to administration, which has resulted in sporadic pickup of the recycling materials. It was agreed the City of Vancouver be contacted regarding this and ask that regular pickup service be implemented immediately.
- d) All residents are requested to ensure they follow the hours of moving, as posted in the bylaws of the Strata Corporation.

There being no further new business the meeting adjourned at 8:45 pm.

Condex Property Management Ltd.
210-2695 Granville St., Vancouver BC V6H 3H4

Tel: 604-682-5611

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 192, HELD THURSDAY, MAY 31st, 2007 IN THE LOBBY, 550 EAST 6th AVENUE, VANCOUVER, BC.

- a) Strata Council Chairperson, Arni Mihoiluk, called the meeting to order at 7:30 pm.
- b) The signing-in sheet indicated 34 owners were represented, 9 by proxy. A quorum being present the meeting could proceed.
- c) It was duly **MOVED AND SECONDED** that the required notice of the meeting had been received.
CARRIED
- d) **Previous Minutes:**
It was duly **MOVED AND SECONDED** to approve the minutes of the previous Annual General Meeting held on May 23rd, 2006 as circulated. **CARRIED**
- e) **Proposed Budget - 2007/2008:**
Owners were presented with a proposed operating budget for the 2007/2008 fiscal year. Following brief discussion and review it was duly **MOVED AND SECONDED** to approve the proposed budget as presented.
CARRIED
- f) **¼ Vote Resolutions – Building Reroofing:**
 - 1. Owners were presented with a ¼ vote resolution calling for the expenditure of up to \$50,000.00 for the reroofing of the complex. It was noted this expenditure is in addition to the previously special assessed \$150,000.00 for the reroofing project. The total budget for the reroofing would therefore be in the \$200,000.00 range. Council Chairman, Arni Mihoiluk, provided an overview to owners of the process in obtaining quotations for the work. Following a careful review the Strata Council is recommending the services of Mack Kirk Roofing for a quoted price of \$185,000.00 plus GST.

Following further discussion and questions it was duly **MOVED AND SECONDED** that be it resolved by ¼ vote resolution that up to \$50,000.00 be spent from the Contingency Reserve Fund for building reroofing in the spring of 2007.
CARRIED, Unanimously

- 2. Owners were presented with a second special resolution calling for the special assessment of \$50,000.00 to replenish the Contingency Reserve Fund.

Following brief discussion it was duly **MOVED AND SECONDED** that be it resolved by ¼ vote resolution that owners be special assessed \$50,000.00, based on unit entitlement, due in three equal payments **August 1st, 2007, November 1st, 2007, and March 1st, 2008** to replenish the Contingency Reserve Fund.
CARRIED, 31 in favor, 3 opposed

g) Election of Strata Council:

The following owners were nominated to serve on the 2007/2008 Strata Council:

Sheila Walcroft	Barry Whitelaw
Arni Mihoiluk	Caroline Leeks
Olivia Flynn-Gomez	Susan Little
Mike Cressey	

There being no further nominations the Council was elected by acclamation.

h) Other Business:

1. Discussion was held with respect to owners undertaking renovations, either in their suite or on balcony or patio areas. It was explained one previous owner who undertook extensive garden renovations in their patio area had inadvertently covered up a patio drain which caused flooding to two suites during the heavy rains. All residents were advised Council permission must be obtained prior to any major insuite renovation or work on your patio area. Thank you for your cooperation.
2. The Property Manager, Ed Whitlock, advised owners that there would be substantial noise and disruption generated by the reroofing project. The process of removing the old roof, bringing new materials onto the roof, and installation is very rough work and can create tremendous noise.

There being no further new business the meeting adjourned at 8:10 pm.

Condex Property Management Ltd.
210-2695 Granville Street
Vancouver, BC V6H 3H4
Tel: 604-682-5611

STRATA PLAN VR 192 - SPECIAL ASSESSMENT \$50,000.00 - Building Reroofing

Due in Three Installments: August 1, November 1, 2007 and March 1, 2008

<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Amount Due</u>	<u>Installment Amount</u>
101	169	\$845.00	\$281.67
102	157	785.00	261.67
103	158	790.00	263.33
104	117	585.00	195.00
105	173	865.00	288.33
106	173	865.00	288.33
107	124	620.00	206.67
108	172	860.00	286.67
109	172	860.00	286.67
110	117	585.00	195.00
111	212	1,060.00	353.33
112	156	780.00	260.00
113	233	1,165.00	388.33
114	234	1,170.00	390.00
115	162	810.00	270.00
116	160	800.00	266.67
117	160	800.00	266.67
118	162	810.00	270.00
119	238	1,190.00	396.67
201	170	850.00	283.33
202	158	790.00	263.33
203	159	795.00	265.00
204	118	590.00	196.67
205	173	865.00	288.33
206	173	865.00	288.33
207	233	1,165.00	388.33
208	173	865.00	288.33
209	173	865.00	288.33
210	118	590.00	196.67
211	214	1,070.00	356.67

<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Amount Due</u>	<u>Installment Amount</u>
212	156	\$780.00	260.00
213	235	1,175.00	391.67
214	235	1,175.00	391.67
215	163	815.00	271.67
216	161	805.00	268.33
217	161	805.00	268.33
218	163	815.00	271.67
219	239	1,195.00	398.33
301	170	850.00	283.33
302	158	790.00	263.33
303	159	795.00	265.00
304	118	590.00	196.67
305	173	865.00	288.33
306	173	865.00	288.33
307	233	1,165.00	388.33
308	173	865.00	288.33
309	173	865.00	288.33
310	118	590.00	196.67
311	214	1,070.00	356.67
312	156	780.00	260.00
313	235	1,175.00	391.67
314	235	1,175.00	391.67
315	163	815.00	271.67
316	161	805.00	268.33
317	161	805.00	268.33
318	163	815.00	271.67
319	240	1,200.00	400.00
TOTALS:	10,000	\$50,000.00	\$16,666.66

The following is the Order of Business for the Annual General Meeting of the Owners, Strata Plan VR 192, to be held on **Thursday, May 31st, 2007, at 7:30 p.m. in the lobby, 550 East 6th Avenue, Vancouver, B.C.**

- (a) Call to Order
- (b) Calling of the Roll and Certification of Proxies
- (c) Proof of Notice of Meeting
- (d) Approval of Minutes of the previous Annual General Meeting held on May 23, 2006
- (e) Consideration of Accounts and approval of the Proposed Operating Budget – 2007 / 2008
- (f) ¾ Vote Resolutions – Building Reroofing :

#1.

Be it resolved by ¾ Vote Resolution that up to \$ 50,000.00 to be spent from the Contingency Reserve Fund for building reroofing in the spring of 2007.

(Note: the above amount is in addition to the previous \$ 150,000.00 special assessment for reroofing. Anticipated total job cost is \$ 200,000.00.)

#2.

Special Assessment – Contingency Reserve Fund Replenishment (Reroofing)

Be it resolved by ¾ Vote Resolution that Owner's be special assessed \$ 50,000.00. based on unit entitlement, due in three equal payments August 1, 2007, November 1, 2007 and March 1, 2008 to replenish the Contingency Reserve Fund.

- (g) Election of Strata Council
- (h) Other Business
- (i) Adjournment

**STRATA PLAN VR 192
MAINTENANCE FEES
June 1, 2007 - May 31, 2008**

<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Monthly Maintenance</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Monthly Maintenance</u>
101	169	\$174.49	211	214	\$220.96
102	157	162.10	212	156	161.07
103	158	163.14	213	235	242.64
104	117	120.80	214	235	242.64
105	173	178.62	215	163	168.30
106	173	178.62	216	161	166.23
107	124	128.03	217	161	166.23
108	172	177.59	218	163	168.30
109	172	177.59	219	239	246.77
110	117	120.80	301	170	175.53
111	212	218.89	302	158	163.14
112	156	161.07	303	159	164.17
113	233	240.57	304	118	121.84
114	234	241.61	305	173	178.62
115	162	167.27	306	173	178.62
116	160	165.20	307	233	240.57
117	160	165.20	308	173	178.62
118	162	167.27	309	173	178.62
119	238	245.74	310	118	121.84
201	170	175.53	311	214	220.96
202	158	163.14	312	156	161.07
203	159	164.17	313	235	242.64
204	118	121.84	314	235	242.64
205	173	178.62	315	163	168.30
206	173	178.62	316	161	166.23
207	233	240.57	317	161	166.23
208	173	178.62	318	163	168.30
209	173	178.62	319	240	247.80
210	118	121.84	TOTALS	10,000	\$ 10,325.05
			ANNUAL		\$ 123,900.60

STRATA PLAN VR 192 - SPECIAL ASSESSMENT \$50,000.00 - Building Reroofing

Due in Three Installments: August 1, November 1, 2007 and March 1, 2008

<u>Unit</u> <u>Number</u>	<u>Unit</u> <u>Entitlement</u>	<u>Amount Due</u>	<u>Installment</u> <u>Amount</u>
101	169	\$845.00	\$281.67
102	157	785.00	261.67
103	158	790.00	263.33
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118	162	810.00	270.00
119	238	1,190.00	396.67
201	170	850.00	283.33
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209	173	865.00	288.33
210	118	590.00	196.67
211	214	1,070.00	356.67

<u>Unit</u> <u>Number</u>	<u>Unit</u> <u>Entitlement</u>	<u>Amount Due</u>	<u>Installment</u> <u>Amount</u>
212	156	\$780.00	260.00
213	235	1,175.00	391.67
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218	163	815.00	271.67
219	239	1,195.00	398.33
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314	235	1,175.00	391.67
315	163	815.00	271.67
316	161	805.00	268.33
317	161	805.00	268.33
318	163	815.00	271.67
319	240	1,200.00	400.00
TOTALS	10,000	\$50,000.00	\$16,666.66

**The Owners, Strata Plan VR 192
Proposed Budget
For 2007/08**

Income:	2006/07 <u>Budget</u>	2006/07 <u>Actual / Est.</u>	2007/08 <u>Budget</u>
Owners Contributions	\$ 123,900.00	\$ 123,900.98	\$ 123,900.00
Fines	100.00	-	100.00
Interest	720.00	1,716.63	1,200.00
Move in/Miscellaneous	150.00	1,180.00	300.00
Laundry	5,400.00	6,340.00	6,000.00
Parking	720.00	720.00	720.00
Locker	720.00	675.00	720.00
	<u>131,710.00</u>	<u>134,532.61</u>	<u>132,940.00</u>
General Expenses:			
Administration	800.00	931.72	900.00
Audit	1,000.00	0.00	1,000.00
Caretaker	6,600.00	6,600.00	6,600.00
Insurance	12,200.00	11,732.00	13,000.00
Management	10,250.00	10,162.26	11,600.00
	<u>30,850.00</u>	<u>29,425.98</u>	<u>33,100.00</u>
Building Expenses:			
Elevator	2,700.00	2,530.06	2,800.00
Enterphone	550.00	719.55	550.00
Fire Protection	1,500.00	710.20	1,500.00
Garbage	2,700.00	2,680.45	2,700.00
Gas	49,800.00	37,550.07	44,000.00
Hydro	6,600.00	5,601.83	6,100.00
Laundry	3,800.00	3,839.64	3,900.00
Miscellaneous	200.00	205.18	200.00
Plumbing & Heating	5,000.00	3,651.00	5,000.00
Repairs & Maintenance	11,000.00	16,059.06	13,780.00
Supplies	510.00	504.65	510.00
Water / Sewer	7,800.00	9,173.87	8,000.00
	<u>92,160.00</u>	<u>83,225.56</u>	<u>89,040.00</u>
Ground Expenses:			
Irrigation	300.00	721.68	800.00
Landscape Maintenance	5,400.00	5,736.00	7,000.00
	<u>5,700.00</u>	<u>6,457.68</u>	<u>7,800.00</u>
Total Expenses	128,710.00	119,109.22	129,940.00
Excess of Income Over Expenses	3,000.00	15,423.39	3,000.00
Allocation to CRF	3,000.00	3,000.00	3,000.00
Surplus / (Deficit)	<u>\$ -</u>	<u>\$ 12,423.39</u>	<u>\$ -</u>

This budget reflects no increase in Owners Maintenance Contributions.

MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 192 HELD ON THURSDAY, JULY 5th, 2007 IN SUITE #319-550 EAST 6th AVENUE, VANCOUVER, B.C.

The meeting was called to order at 7:05 pm.

Council members present:

Ami Mihoiluk
Mike Cressey
Sheila Walcroft
Susan Little
Barry Whitelaw

Condex Property Management Ltd. Edward N. Whitlock, Property Manager

1. Previous Minutes:

It was duly **MOVED** and **SECONDED** to approve the minutes of the previous council meeting held November 9th, 2006 as circulated. **CARRIED**

2. Financial Statements:

Council reviewed the October, 2006 through May, 2007 financial statements. Following discussion and questions it was duly **MOVED AND SECONDED** to approve the statements as presented. **CARRIED**

3. Development Reroofing:

Council was pleased the reroofing of the building is now underway. It is expected the job will take approximately four weeks to complete. The Property Manager advised the foreman from Mack Kirk Roofing advised rot had been found along a parapet wall which will require replacement. It was noted this repair work will cost between \$3,000.00 and \$6,000.00.

4. Landscaping:

General discussion was held with regards to the landscaping in the complex. Council was in agreement additional topsoil is required for the common area gardens. Following further discussion it was agreed three yards of topsoil be delivered and will be spread in the common area gardens by volunteers from the building.

5. Correspondence:

a) Correspondence was received from an owner on the 3rd floor expressing concern regarding the usage of the overhang at the entranceway to the building. The owner was under the impression the owners had directed at a previous Annual General Meeting that the resident who's balcony joins the overhang was not permitted to be on the overhang at any time. This was not the case at the general meeting, as the **MOTION** was not approved regarding no access. Council agreed the few plants that are on the overhang may remain and that the owner may water them from their balcony area.

b) Correspondence was received from an owner requesting Council install a double deadbolt lock on the exit door right next to the underground garage gate. Following discussion Council agreed a double deadbolt lock be installed.

6. Other Business:

a) Council member, Mike Cressey, reported observing a water leak in the underground garage. Mike explained the water escapes from a two-inch pipe coming out of the ceiling of the garage. The leak is

intermittent and generally occurs at the same time in the evening. Mike volunteered to further investigate the source of the leak.

b) Discussion was held with regards to an item in the Annual General Meeting minutes wherein it was stated an owner on the 1st floor installed landscaping gardens overtop of a common area patio drain which subsequently caused minor flooding during a heavy rainstorm. It is to be noted the landscaping gardens were installed by a previous owner, not the current owner of the suite.

There being no further new business the meeting adjourned at 8:50 pm.

Condex Property Management Ltd.
210-2695 Granville Street
Vancouver BC V6H 3H4
Tel: 604-682-5611

Please Read.....

Residents are requested not to dump any large household items such as barbeques, sofas, chairs, etc beside the garbage bin for disposal. The Strata Corporation incurs additional garbage removal costs for this action. Please make your own arrangements for disposal of these items. Thank you for your cooperation.

The Strata Council

MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 192 HELD ON WEDNESDAY, NOVEMBER 21st, 2007 IN SUITE #114-550 EAST 6th AVENUE, VANCOUVER, BC

The meeting was called to order at 7:05 pm.

Council members present:

Sheila Walcroft
Caroline Leeks
Olivia Flynn-Gomez
Susan Little

Condex Property Management Ltd.

Edward N. Whitlock, Property Manager

1. Previous Minutes:

It was duly **MOVED** and **SECONDED** to approve the minutes of the previous council meeting held July 5th, 2007 as circulated.

CARRIED

2. Financial Statements:

Council reviewed the June through October, 2007 financial statements. Following questions and discussion it was duly **MOVED AND SECONDED** to approve the statements as presented.

CARRIED

3. Landscaping:

Council discussed the need for additional topsoil in the common area gardens in the front of the building. It was noted some of the white sprinkler water lines are exposed and should be covered with soil for their protection. Following further discussion Council requested a quote be received for the installation of two inches of topsoil throughout the gardens at the front of the building.

4. Laundry Machines:

Council Chairperson, Sheila Walcroft, presented the new contract for the laundry machines. Lengthy discussion was held regarding installation of an additional front-loading washing machine. Following careful review Council agreed the current setup of machines be maintained, which is three top-loading washers and one front-loader. With the signing of the new contract, the Strata Corporation will receive all new machines. Residents are requested to ensure the light and fan are turned off and the laundry room door locked when you have finished your laundry. Thank you for your cooperation.

5. Building Recarpeting:

Council discussed the project of recarpeting the common area hallways and stairwells. Council agreed the carpets are in poor condition and require replacement. It was suggested interior repainting of all common area hallway walls and ceilings, and fire doors, be undertaken at the same time of the recarpeting to totally update the interior hallways.

Lengthy discussion was held on the options available for paying for this redecoration. It was suggested recarpeting would cost in the neighborhood of \$25,000.00 and interior repainting an equal amount, for a total of \$50,000.00. Council agreed this project be brought up for discussion and possible voting at the next scheduled Annual General Meeting. The method of payment favored by the Council would be a portion of the project be paid for by the Strata Corporation's Contingency Reserve Fund and a small special assessment.

6. Parking/Locker Room – Storage:

Following the posting of numerous notices, it was noted most owners have complied with the Strata Corporation bylaw prohibiting storage in their parking stalls. All residents are reminded storage is not

permitted in parking stalls nor is any article allowed to be left in the aisleway of the common area locker room.

7. Garage Ceiling Leak – Exhaust Vent:

It was noted the garage exhaust fan vent opening in the garage ceiling is leaking at the perimeter. In order to repair this leak it will be required to excavate the garden around the vent in the garden of suite 119, and have a torch-on membrane applied to the perimeter of the vent. Following discussion Council agreed to proceed with this job as soon as possible.

8. Correspondence:

- a) Correspondence was received from a suite on the 2nd floor requesting rotting wood slats be removed from the overhang at the entranceway to the building. Following brief discussion Council agreed the wooden slats be removed.
- b) Correspondence was received from an owner on the 3rd floor requesting permission to remove a portion of a wall within their suite. Council agreed the owner would be required to submit detailed drawings showing the proposed renovation, noting any renovation would require a City of Vancouver building permit. The owner also questioned four other items of a maintenance nature in the building, which the Council will respond to.

9. Other Business:

- a) Council requested a door stopper be installed on the front entrance door.
- b) Council noted the bicycle rack is completely full of bikes and suspects a number of them are abandoned by residents who have since moved away from the building. Council agreed all owners will be required to tag their bikes with their suite number by a certain date, after which any untagged bike will be removed and disposed of. Management is to post notices in this regard.

There being no further new business the meeting adjourned at 8:05 pm.

Condex Property Management Ltd.
210-2695 Granville Street
Vancouver BC V6H 3H4
Tel: 604-682-5611

IMPORTANT NOTICE!!

All residents who have a bicycle stored in the underground garage are required to have their bicycle tagged with their suite number by **Friday, December 14th, 2007**. After this date, any untagged bicycle will be removed and disposed of. Thank you for your cooperation.

MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 192 HELD ON THURSDAY, APRIL 10th, 2008 IN SUITE #114-550 EAST 6th AVENUE, VANCOUVER, BC

The meeting was called to order at 7:00 pm.

Council members present: Sheila Walcroft
Caroline Leeks
Barry Whitelaw
Olivia Flynn-Gomez
Susan Little

Condex Property Management Ltd. Edward N. Whitlock, Property Manager

1. Previous Minutes:

It was duly **MOVED AND SECONDED** to approve the minutes of the previous council meeting held November 21st, 2007 as circulated. **CARRIED**

2. Financial Statements:

Council reviewed the November, 2007 through February, 2008 financial statements. Following questions and discussion it was duly **MOVED AND SECONDED** to approve the statements as presented. **CARRIED**

3. Proposed Budget – 2008/2009:

Council was presented with a proposed operating budget for the 2008/2009 fiscal year. It was noted the budget reflected no increase in owners' monthly maintenance payments. All expense categories were reviewed in detail. Following discussion and questions it was agreed the budget be presented to the ownership at the forthcoming Annual General Meeting.

4. Annual General Meeting

Council agreed the Annual General Meeting be held on Tuesday, May 20th, 2008 at 7:00 pm in the lobby.

Further to discussion at the previous Council meeting, Council was in agreement a $\frac{3}{4}$ vote resolution be placed on the agenda of the general meeting calling for the expenditure of \$30,000.00 from the Contingency Reserve Fund and a special assessment of \$25,000.00 due in two equal payments, for the recarpeting of all common area hallways and repainting of all common area hallways and stairwells. These two amounts would bring the total project cost to approximately \$55,000.00.

Council also agreed a $\frac{3}{4}$ vote resolution be placed on the agenda calling for the addition of a new Strata Corporation bylaw which would require residents with hardwood floors to cover high-traffic areas in their suites with area carpets. Council noted numerous complaints are being received regarding excessive noise generated following the installation of hardwood floors in suites.

5. Landscaping:

Council discussed the poor condition of the concrete sidewalk leading from the entrance area to the east entrance. The sidewalk runs through the garden-way of the complex. Council noted very few residents use the sidewalk and due to settlement, the sidewalk has heaved and cracked in numerous areas. The Property Manager suggested the sidewalk be removed completely and not replaced, with topsoil and new plants put in its place. Following lengthy discussion Council agreed to proceed on this basis.

Council requested paving stones be installed in the boulevard directly in front of the building, between the street curb and the City sidewalk. Council noted this areas is often wet and muddy and paving stones would allow for easy access to the roadway without getting shoes excessively dirty and muddy. Council requested the patio fences separating ground floor suites be inspected and if necessary, repairs be undertaken.

6. Correspondence:

- a) Correspondence was received from a resident expressing concern and complaint regarding excessive noise emanating from a suite on the 1st floor. Specific complaints deal with loud parties being held on a regular basis, with guests talking and yelling excessively loud in the common area hallways well into the early morning hours. Following lengthy discussion Council was in complete agreement this behavior is completely unacceptable and requested a letter be forwarded to the owner advising fines would be levied should further complaints be received.

7. Other Business:

- a) Residents undertaking renovations within their suite are reminded all work must cease by 7:00 pm.
- b) Council requested a letter be forwarded to a resident on the 1st floor requesting their patio area be cleaned up of miscellaneous junk and debris.

There being no further new business the meeting adjourned at 8:15 pm.

**Condex Property Management Ltd.
210-2695 Granville Street
Vancouver BC V6H 3H4
Tel: 604-682-5611**

NOTICE

The Annual General Meeting of the Owners, Strata Plan VR 192, will be held on **Tuesday, May 20th, 2008, at 7:00 p.m. in the lobby, 550 East 6th Avenue, Vancouver, B.C.**

It is particularly important that you attend; however, if this is not possible, please appoint a representative to attend on your behalf by filling out the proxy form below.

PROXY

I, _____ the registered Owner of unit # _____ in _____ the development known as "Landmark Gardens", hereby appoint _____, or alternatively _____ to exercise my vote at the Annual General Meeting of the Owners, Strata Plan VR 192, to be held on **Tuesday, May 20th, 2008, at 7:00 p.m. in the lobby, 550 East 6th Avenue, Vancouver, B.C.**

Signature

The following is the Order of Business for the Annual General Meeting of the Owners, Strata Plan VR 192, to be held on **Tuesday, May 20th, 2008, at 7:00 p.m. in the lobby, 550 East 6th Avenue, Vancouver, B.C.**

- (a) Call to Order
- (b) Calling of the Roll and Certification of Proxies
- (c) Proof of Notice of Meeting
- (d) Approval of Minutes of the previous Annual General Meeting held on May 31, 2007
- (e) Consideration of Accounts and approval of the Proposed Operating Budget – 2008 / 2009

(f) **¾ Vote Resolutions –**

#1.

Interior Redecoration – Hallway and Stairwell Repainting and Recarpeting :

Be it resolved by ¾ Vote Resolution that Owner's be special assessed \$ 25,000.00, based on unit entitlement, due in two equal payments July 1, 2008 and October 1, 2008 and \$30,000.00 be spent from the Contingency Reserve Fund for a total of \$55,000.00 for interior redecoration including hallway and stairwell repainting and recarpeting.

#2.

Bylaw Amendment – Hard Floor Surfaces :

Be it resolved by ¾ Vote Resolution that Bylaw #15.6 (a) and (b) be adopted to address hard floor surfaces reading -

15.6 (a) An owner must receive the written permission of the strata council to install a hard floor surface.

(b) An owner of a strata lot who has or installs a hard floor surface such as hardwood floor or tile in a strata lot must take all reasonable steps to satisfy noise complaints from neighbours, including the installation of a sub-floor; and without limitation, ensuring that no less than 60% of such hard floor surfaces, excepting only kitchens, bathrooms and entry areas, are covered with area rugs or carpet and avoiding walking on such flooring with hard soled footwear.

- (g) Election of Strata Council
- (h) Other Business
- (i) Adjournment

**The Owners, Strata Plan VR 192
Proposed Budget
For 2008/09**

Income:	<u>2007/08 Approved</u>	<u>2007/08 Actual / Est.</u>	<u>2008/09 Proposed Budget</u>
Owners Contributions	\$ 123,900.00	\$ 123,905.70	\$ 123,900.00
Fines	100.00	50.00	100.00
Interest	1,200.00	1,748.68	1,560.00
Move in/Miscellaneous	300.00	1,410.00	300.00
Laundry	6,000.00	6,825.00	6,360.00
Parking	720.00	825.00	900.00
Locker	<u>720.00</u>	<u>555.00</u>	<u>540.00</u>
Total Income	<u>132,940.00</u>	<u>135,319.38</u>	<u>133,660.00</u>
General Expenses:			
Administration	900.00	880.97	900.00
Audit	1,000.00	0.00	1,000.00
Caretaker	6,600.00	6,600.00	6,600.00
Insurance	13,000.00	12,179.00	12,800.00
Management	<u>11,600.00</u>	<u>11,555.04</u>	<u>11,970.00</u>
	<u>33,100.00</u>	<u>31,215.01</u>	<u>33,270.00</u>
Building Expenses:			
Elevator	2,800.00	2,600.82	2,800.00
Enterphone	550.00	539.78	560.00
Fire Protection	1,500.00	1,090.80	1,200.00
Garbage	2,700.00	2,714.28	2,700.00
Gas	44,000.00	42,476.05	45,000.00
Hydro	6,100.00	5,548.35	6,100.00
Laundry	3,900.00	3,884.10	3,900.00
Miscellaneous	200.00	547.72	500.00
Plumbing & Heating	5,000.00	3,310.73	3,500.00
Repairs & Maintenance	13,780.00	12,441.14	12,920.00
Supplies	510.00	930.90	510.00
Water / Sewer	<u>8,000.00</u>	<u>9,740.44</u>	<u>9,900.00</u>
Total Expenses	<u>89,040.00</u>	<u>85,825.11</u>	<u>89,590.00</u>
Ground Expenses:			
Irrigation	800.00	356.70	800.00
Landscape Maintenance	<u>7,000.00</u>	<u>5,724.00</u>	<u>7,000.00</u>
	<u>7,800.00</u>	<u>6,080.70</u>	<u>7,800.00</u>
Total Expenses	129,940.00	123,120.82	130,660.00
Excess of Income Over Expenses	3,000.00	12,198.56	3,000.00
Allocation to CRF	<u>3,000.00</u>	<u>3,000.00</u>	<u>3,000.00</u>
Surplus / (Deficit)	<u>\$ -</u>	<u>\$ 9,198.56</u>	<u>\$ -</u>

This budget reflects no increase in Owners Maintenance Contributions.

**STRATA PLAN VR 192
MAINTENANCE FEES
June 1, 2008 - May 31, 2009**

<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Monthly Maintenance</u>	<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Monthly Maintenance</u>
101	169	\$174.49	211	214	\$220.96
102	157	162.10	212	156	161.07
103	158	163.14	213	235	242.64
104	117	120.80	214	235	242.64
105	173	178.62	215	163	168.30
106	173	178.62	216	161	166.23
107	124	128.03	217	161	166.23
108	172	177.59	218	163	168.30
109	172	177.59	219	239	246.77
110	117	120.80	301	170	175.53
111	212	218.89	302	158	163.14
112	156	161.07	303	159	164.17
113	233	240.57	304	118	121.84
114	234	241.61	305	173	178.62
115	162	167.27	306	173	178.62
116	160	165.20	307	233	240.57
117	160	165.20	308	173	178.62
118	162	167.27	309	173	178.62
119	238	245.74	310	118	121.84
201	170	175.53	311	214	220.96
202	158	163.14	312	156	161.07
203	159	164.17	313	235	242.64
204	118	121.84	314	235	242.64
205	173	178.62	315	163	168.30
206	173	178.62	316	161	166.23
207	233	240.57	317	161	166.23
208	173	178.62	318	163	168.30
209	173	178.62	319	240	247.80
210	118	121.84	TOTALS	10,000	\$ 10,325.05
				ANNUAL	\$ 123,900.60

STRATA PLAN VR 192 - SPECIAL ASSESSMENT \$25,000.00 - For Interior Redecoration
Due in Two Installments: July 1 and October 1, 2008

<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Amount Due</u>	<u>Installment Amount</u>
101	169	\$422.50	\$211.25
102	157	392.50	196.25
103	158	395.00	197.50
104	117	292.50	146.25
105	173	432.50	216.25
106	173	432.50	216.25
107	124	310.00	155.00
108	172	430.00	215.00
109	172	430.00	215.00
110	117	292.50	146.25
111	212	530.00	265.00
112	156	390.00	195.00
113	233	582.50	291.25
114	234	585.00	292.50
115	162	405.00	202.50
116	160	400.00	200.00
117	160	400.00	200.00
118	162	405.00	202.50
119	238	595.00	297.50
201	170	425.00	212.50
202	158	395.00	197.50
203	159	397.50	198.75
204	118	295.00	147.50
205	173	432.50	216.25
206	173	432.50	216.25
207	233	582.50	291.25
208	173	432.50	216.25
209	173	432.50	216.25
210	118	295.00	147.50
211	214	535.00	267.50

<u>Unit Number</u>	<u>Unit Entitlement</u>	<u>Amount Due</u>	<u>Installment Amount</u>
212	156	\$390.00	195.00
213	235	587.50	293.75
214	235	587.50	293.75
215	163	407.50	203.75
216	161	402.50	201.25
217	161	402.50	201.25
218	163	407.50	203.75
219	239	597.50	298.75
301	170	425.00	212.50
302	158	395.00	197.50
303	159	397.50	198.75
304	118	295.00	147.50
305	173	432.50	216.25
306	173	432.50	216.25
307	233	582.50	291.25
308	173	432.50	216.25
309	173	432.50	216.25
310	118	295.00	147.50
311	214	535.00	267.50
312	156	390.00	195.00
313	235	587.50	293.75
314	235	587.50	293.75
315	163	407.50	203.75
316	161	402.50	201.25
317	161	402.50	201.25
318	163	407.50	203.75
319	240	600.00	300.00
TOTALS	10,000	\$25,000.00	\$12,500.00



COASTAL INSURANCE SERVICES LTD.

104 - 2331 Marpole Avenue, Port Coquitlam, BC V3C 2A1 Tel: 604-944-1700 Fax: 604-944-1734
 1322 Johnston Road, White Rock, BC V4B 3Z2 Tel: 604-531-1020 Fax: 604-531-2031
 Toll Free: 1-800-665-3310 Website - www.coastalinsurance.com - e-mail: info@coastalinsurance.com

Policy No. CVR 192 **DECLARATIONS** Replacing Policy No. - n/a

Name of Insured:	The Owners of Strata Plan VR 192 Landmark Gardens
Location Address:	550 East 6th Avenue, Vancouver, BC, V5T 4H2
Additional Named Insured:	Condex Property Management Ltd, 210 - 2695 Granville Street, Vancouver, BC V6H 3H4
Policy Period:	06/30/07 to 06/30/08 (mm/dd/yy) 12:01 a.m. Standard Time
Loss Payable to:	The Insured or Order in Accordance with the Strata Property Act of British Columbia.
Insurers:	As Per List of Participating Insurers Attached.

Insurance is provided subject to the Declarations, Terms, Conditions, Limitations and Endorsements of this policy and only for those coverages for which specific limits or amounts of Insurance are shown on this Declaration Page.

INSURING AGREEMENTS	Deductibles (\$)	Limits (\$)
PROPERTY COVERAGES - STR09/06R All Property, All Risks, Stated Amount Co-Insurance, Bylaws, Replacement Cost	1,000	6,200,000
Water Damage	2,500	Included
Backup of Sewers, Sumps, Septic Tanks or Drains	2,500	Included
Earthquake Damage	10%	Included
Flood Damage	10,000	Included
Key & Lock	250	10,000
BLANKET EXTERIOR GLASS INSURANCE Aviva Insurance Company of Canada - Form 820000 (11/98)	Residential Commercial 100 250	Blanket
COMMERCIAL GENERAL LIABILITY - Form 000102(Rev.11/98)		
Coverage A - Bodily Injury & Property Damage Liability Products & Completed Operations	Per Occurrence Aggregate 500 500	10,000,000 10,000,000
Coverage B - Personal Injury Liability	Per Occurrence 500	10,000,000
Coverage C - Medical Payments	Any One Person Per Occurrence 2,500 25,000	2,500 25,000
Coverage D - Tenants Legal Liability	500	500,000
Non-Owned Automobile - SPF #6 - Form 335002	Per Occurrence	10,000,000
Contractual Liability - SEF #96	Per Occurrence 500	50,000
Excluding Long Term Leased Vehicle - S.E.F. No. 99	Per Occurrence	10,000,000
Limited Pollution Liability Coverage	Aggregate	1,000,000
Employee Benefit Liability - Form 000200	Aggregate 1,000	1,000,000
Advertising Liability - Form 000117	Per Occurrence	500,000
DIRECTORS & OFFICERS LIABILITY - Form G/A2(04/01) Claims Made Form	500 Retention	2,000,000
POLLUTION & REMEDIATION LEGAL LIABILITY - Form XLICL-PARL5CP(05/04) Claims Made Form - Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense	10,000 Retention	1,000,000
VOLUNTEER ACCIDENT INSURANCE PLAN Form 9224344 - Plan I Principal Sum - \$50,000 Weekly Accident Indemnity - \$350 (maximum 52 weeks) Accident Expenses - various up to \$5,000 (see policy wording) Dental Expense - \$1,000	7 Day Waiting Period	50,000
COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION Form 500000 (Rev.01/2000)		
I Employee Dishonesty - Form A		10,000
II Loss Inside the Premises		5,000
III Loss Outside the Premises		5,000
IV Money Orders and Counterfeit Paper Currency		5,000
V Depositors Forgery		5,000
EQUIPMENT BREAKDOWN		
I Physical Damage, Direct Damage, Standard Comprehensive Plus, Replacement Cost - Form C780016(02/06)	1,000	6,200,000
II Consequential Damage, 90% Co-Insurance - Form C780032 (02/06)	1,000	10,000
III Extra Expense - Form C780033 (02/06)	24 Hour Waiting Period	100,000
IV Ordinary Payroll - 90 Days - Form C780034 (02/06)	24 Hour Waiting Period	100,000

****ALL COVERAGES SUBJECT TO POLICY DEFINITIONS****
 This Policy contains a clause(s), which may limit the amount payable.
 This policy shall not be valid or binding unless countersigned by a duly
 Authorized Representative of the Insurer.

Authorized Representative
 Coastal Insurance Services Ltd.

Strata Plan VR 192
Income Statement
For the Ten Months Ending 31 March 2008

	Month Actual	Y-T-D Actual	Y-T-D Budget	2007/08 Budget
INCOME:				
Owner Contributions	\$ 92,925.45	\$ 103,255.60	\$ 103,250.00	\$ 123,900.00
Fines & Penalties	100.00	100.00	83.30	100.00
Interest	1,334.91	1,500.46	1,000.00	1,200.00
Move fee/Miscellaneous Revenue	1,410.00	1,435.00	250.00	300.00
Laundry Revenue	5,125.00	6,445.00	5,000.00	6,000.00
Parking Revenue	615.00	675.00	600.00	720.00
Locker Income	405.00	465.00	600.00	720.00
TOTAL INCOME	101,915.36	113,876.06	110,783.30	132,940.00
GENERAL EXPENSES				
Administration	700.97	700.97	750.00	900.00
Audit	0.00	0.00	833.30	1,000.00
Caretaker	4,950.00	5,500.00	5,500.00	6,600.00
Insurance/Appraisal	9,065.83	10,149.16	10,833.30	13,000.00
Management	8,673.12	9,639.84	9,666.70	11,600.00
Total General Expenses	23,389.92	25,989.97	27,583.30	33,100.00
BUILDING EXPENSES				
Elevator maintenance	1,819.08	2,017.98	2,333.30	2,800.00
Enterphone	402.87	447.78	458.30	550.00
Fire protection	190.80	190.80	1,250.00	1,500.00
Garbage collection	1,620.68	2,375.58	2,250.00	2,700.00
Gas	26,819.05	30,776.05	36,666.70	44,000.00
Hydro	4,096.35	4,582.35	5,083.30	6,100.00
Laundry room	2,918.09	3,238.98	3,250.00	3,900.00
Miscellaneous	497.72	497.72	166.70	200.00
Plumbing/Mechanical	2,578.14	2,810.73	4,166.70	5,000.00
Repairs and Maintenance	10,176.40	10,633.68	11,483.30	13,780.00
Supplies	613.44	780.90	425.00	510.00
Water and Sewer	6,163.39	8,240.44	6,666.70	8,000.00
Total Building Expenses	57,896.01	66,592.99	74,200.00	89,040.00
GROUNDS EXPENSES				
Irrigation	206.70	206.70	666.70	800.00
Landscaping Maintenance	3,180.00	3,816.00	5,833.30	7,000.00
Total Grounds Expenses	3,386.70	4,022.70	6,500.00	7,800.00
TOTAL EXPENSES	84,672.63	96,605.66	108,283.30	129,940.00
Income Before Adjustments	17,242.73	17,270.40	2,500.00	3,000.00
Contingency Reserve Alloc't'n	2,250.00	2,500.00	2,500.00	3,000.00
SURPLUS/(DEFICIT)	\$ 14,992.73	\$ 14,770.40	\$ 0.00	\$ 0.00

prepared by:

Condex Property Management Ltd.

Strata Plan VR 192

Balance Sheet
31 March 2008

ASSETS

Prime Investment Acct.	\$	35,501.63	
Prime Investment Acct. - CRF		71,239.69	
Accounts Rec' - Maintenance		5,380.48	
Prepaid Insurance		2,029.84	
Share Account		340.06	
Total Assets	\$		<u>114,491.70</u>

LIABILITIES AND OWNER'S EQUITY

Operating Fund Account

Balance at Beginning of Year	\$	28,481.59	
Surplus/(Deficit) Y.T.D.		14,770.40	
Less - Transfer to CRF		<u>(15,000.00)</u>	
			28,251.99

Contingency Reserve Fund Account

Balance at Beginning of Year		64,367.47	
Allocation Y.T.D.		2,500.00	
Add - Contingency Interest		1,839.79	
Add - Transfer fr. Oper. fund		15,000.00	
Add - Special Assessment		50,000.00	
Add - Trfr from Reroofing Fund		2,532.45	
Less-Transfer to Reroofing Fund		<u>(50,000.00)</u>	
			86,239.71

Capital Funds - Reroofing

Reroofing Fund, beginning		153,075.71	
Add - Reroofing Fund Interest		920.34	
Add - Transfer from CRF		50,000.00	
Less - Transfer to CRF		(2,532.45)	
Less - Reroofing		<u>(201,463.60)</u>	
			0.00
Total Equity	\$		<u>114,491.70</u>

prepared by:

Condex Property Management Ltd.

MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 192 HELD ON TUESDAY, JANUARY 6th, 2009 IN SUITE #114-550 EAST 6th AVENUE, VANCOUVER, BC

The meeting was called to order at 7:00 pm.

Council members present:

Sheila Walcroft
Olivia Flynn-Gomez
Susan Little
Caroline Leeks

Condex Property Management Ltd.

Markus Schmid, Strata Manager

1. Previous Minutes:

It was duly **MOVED AND SECONDED** to approve the minutes of the previous council meeting held August 20th, 2008 as circulated. **CARRIED**

2. Financial Statements:

Council reviewed the July, 2008 through November, 2008 financial statements. Following questions and discussion it was duly **MOVED AND SECONDED** to approve the statements as presented. **CARRIED**

3. Interior Redecoration - Update:

Council noted interior redecoration for the common area hallways is nearing completion. A list of deficiencies has been compiled. Council directed the Strata Manager to forward a letter with this list to Pacifica Painting and Restoration. Council further requested a holdback be retained, outlining one particular area of concern as the metal fire doors. Council was informed by Pacifica the paint on the metal fire doors requires approximately thirty days to fully cure. The holdback is to ensure Pacifica will follow-up any deficiencies on these doors.

Council noted selection of carpet was made for the garage elevator lobby due to PVC tile vulnerable to easy staining from oil. Council further requested a letter be forwarded to Kone Elevator and to all residents advising of responsibility to report if spillage on carpets occurs.

4. Fire Inspection – Quotations:

Council received two quotations for undertaking annual fire inspection of the building. One quotation was in the amount of \$855.00 for the annual, and \$648.00 for in-suite testing. The other quotation was in the amount of \$635.00 for the annual, and \$300.00 for in-suite testing. Any deficiency follow-up work would be in addition. Council noted both fire inspection companies quoting would have all necessary equipment along to complete the annual inspection accurately. The Strata Manager highlighted the need for yearly in-suite inspections. Council noted a number of in-suite detectors had to be replaced, and yearly inspections will assist in addressing this.

Council further noted previous deficiencies in the service provided by the current fire inspection company. Council requested the current fire inspection be cancelled and replaced. Selection of the new company will be based on further inquiry to each company undertaken by Council.

5. Gardener - Quotations:

Council noted deficiencies in the past by the current landscaper regarding follow-up items as requested. In reviewing gardening needs of the Strata, Council received two quotations. Both quotations included Spring and Fall clean-up, pruning and trimming, and other aspects of landscape maintenance. One quotation was on a nine month basis from March to December in the amount of \$525.00 per month. The other quotation was on a twelve month basis in the amount of \$380.00 per month.

Following much discussion Council decided to defer any decision to the next Council Meeting, with further input to be sourced. Council discussed developing a long-term plan for landscaping, potentially using the resources of a consultant for input.

6. Correspondence:

- a) Correspondence was received from a resident on the first floor regarding damage to their fence with a neighbouring suite due to the heavy snow of late. Following discussion Council requested the Strata Manager to source quotation for repair to what was only damaged on the fence, and quotation for replacement of the entire section with pre-fabricated fence panels.

Council further requested input and quotation for bracing of a section of fence at the southeast corner of the property, as this fence been noted to have a lean to it.

- b) Correspondence was received from a third floor resident regarding replacement of mats, particularly at the garage lobby going to the elevator. Council noted this mat is replaced by the carpet trades as the previous mat was mistakenly disposed of. The caretaker will be requested to swap, place, and acquire additional door mats if required for entrance areas.

7. Other Business:

a) Balcony -- Inspections -

The Strata Manager suggested a preliminary inspection of all suite balconies be done to determine the state of, and receive input on. Council requested this to proceed, noting this would be pro-active measure.

b) First Floor Suite – Patio Drainage -

Council received a request from a first floor resident for installation of a patio drain as water has been ponding on the patio. Council will further investigate this matter.

c) Contract – Overhead Door -

Council received a preventative maintenance contract from Overhead Door in the amount of \$376.00 for semi-annual service and inspections. Council noted Overhead Door is on an on-call basis, with few call-outs in the past year. Council requested Overhead Door be retained on an on-call basis.

d) Roof – Snow -

Council requested the Strata Manager to follow-up with roofing trades if clearing of snow from the roof is necessary.

e) Repair Quotation – Boiler -

A quotation was received from DW Optimum for repair to the temperature / pressure guage to the heating boiler in the amount of \$260.00. Council noted this is a necessary repair, and requested the repair to proceed.

f) Leak in Locker Room -

The Strata Manager noted a leak present on an outside wall in the locker room facing to the north. Council requested input and quotation be received from trades for epoxy injection.

There being no further new business the meeting adjourned at 9:25 pm.

Condex Property Management Ltd.
210-2695 Granville Street
Vancouver BC V6H 3H4
Tel: 604-682-5611