



**STRATA PLAN BCS 3321
CAMERA**

First Annual General Meeting

**PLEASE BE ADVISED THAT THE FIRST
ANNUAL GENERAL MEETING HAS BEEN
SCHEDULED AS FOLLOWS:**

DATE: Monday, June 1, 2009

TIME: 7:00 p.m. (Registration commences at 6:30 p.m.)

**PLACE: Holiday Inn Vancouver Centre
The Cypress Room (5th floor)
711 West Broadway
Vancouver, BC**

YOUR ATTENDANCE IS GREATLY APPRECIATED.

**Jason Black
Assistant Vice – President**



May 6, 2009

TO ALL OWNERS
STRATA PLAN BCS 3321
CAMERA
VANCOUVER, BC

Dear Owner:

RE: FIRST ANNUAL GENERAL MEETING

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

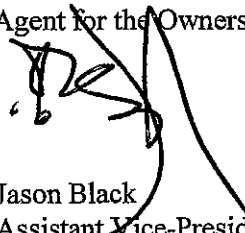
If you are unable to attend this meeting, please complete the attached Proxy Form and forward it to a representative of your choice who will be attending the meeting, thereby enabling your representative to vote on your behalf. We encourage all owners to be represented at this meeting.

Ms. Sue Matthews will be assigned as your Property Manager and introduced to you at the First Annual General Meeting. Sue can be reached at 604-689-6922.

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

Yours truly,

CROSBY PROPERTY MANAGEMENT LTD.
Agent for the Owners



Jason Black
Assistant Vice-President

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TO ALL OWNERS
STRATA PLAN BCS 3321
CAMERA
VANCOUVER, BC

NOTICE OF THE FIRST ANNUAL GENERAL MEETING

DATE: Monday, June 1, 2009

TIME: 7:00 p.m. - Registration commences at 6:30 p.m.

PLACE: Holiday Inn Vancouver Centre
The Cypress Room (5th floor)
711 West Broadway, Vancouver, BC

S/A – See Attached

AGENDA:

1. The Chairperson calls the meeting to order at 7:00 p.m.
2. Calling of the roll and certification of proxies.
3. Proof of Notice of Meeting or waiver of notice.
4. Proof of Certificate of Insurance S/A
5. Proof of Interim Financial Statement
6. Property Manager's Report.
7. Owner developer responsibilities.
8. Approval of the First Annual Budget. S/A
9. General Discussion.
10. Election of Council.
11. Adjournment.

SUMMARY OF COVERAGES

Insured:		The Owners, Strata Plan BCS3321, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners.		Payee:		To all Registered Unit Owners &/or other Mortgagees as their interest may appear and as shown in the Land Registration District Office applicable to the said Property.	
Property Manager:		Crosby Property Management Ltd.		Policy Period:		April 14, 2009 to April 14, 2010	
Coverage:		STRATA		From:		April 14, 2009	
				To:		April 14, 2010	
Policy No.	Coverages			Underwriters			
BFL04BCS3321	Property			AIG Commercial Insurance Company of Canada Aviva Insurance Company of Canada AXA Pacific Insurance Company Economical Mutual Insurance Company as arranged by Chutter Underwriting Services			
	Pollution Liability			XL Insurance Company, Ltd.			
	Crime			Aviva Insurance Company of Canada			
	Commercial General Liability						
	Condominium Directors and Officers Liability			Great American Insurance Group			
	Equipment Breakdown			Boiler Inspection & Insurance Company of Canada			
	Glass			Aviva Insurance Company of Canada			
Property Insured:		1675 West 8th Avenue, Vancouver, BC V6J 0A8					
		CAMERA					
Perils Insured:		All Risks as defined, subject to \$1,000 Deductible except \$5,000 Deductible for Water Damage/Sewer Back-up Damage, \$10,000 Deductible for Flood Damage, 10% Deductible for Earthquake Damage, \$ 250 Deductible for Lock & Key, 90% Co-insurance Clause , Replacement Cost; By-Laws Increased Amount; Data Exclusion; Terrorism Exclusion; Mould Exclusion.					
Property Coverage:		\$ 25,448,000	Buildings, including Earthquake Damage Coverage.				
		\$ 10,000	Lock & Key				
Equipment Breakdown:		\$ 25,448,000	Property Damage				
		\$ 100,000	Extra Expense				
			Subject to: \$1,000 deductible				
Liability Coverage:		\$ 5,000,000	Commercial General Liability, Subject to \$500 Bodily Injury/Property Damage Deductible				
Crime Insurance:		\$ 10,000	Employee Dishonesty				
		\$ 5,000	Broad Form Money and Securities				
Condominium Directors & Officers Liability: (Including Property Managers)		\$ 2,000,000	each claim/annual omissions aggregate				
Exterior Glass:			Residential Blanket – Subject to \$ 100 Deductible				
Pollution Remediation Liability:		\$ 1,000,000	Subject to \$25,000 Deductible \$2,000,000 Aggregate				
Conditions:		This record sheet is intended for reference only. Please refer to your policy(ies) for complete details.					
BFL Canada Insurance Services Inc.							

**STRATA PLAN BCS 3321, CAMERA
PROPOSED BUDGET NOTES
JULY 1, 2009**

BCS 3321 consists of a total of 77 residential strata lots in a concrete tower at 1675 West 8th Street in Vancouver. There are 52 Apartments, 12 Townhomes, 4 City homes, 6 sub-penthouse suites and 3 Penthouse suites.

Alarm Monitoring	This account records expenses related to the monitoring of all the fire safety equipment that calls the response emergency services as signalled.
Audit	The Real Estate Services Act requires a statutory review reporting to be performed by an external Accounting firm on a yearly basis to fulfil the licensing requirement of RESA. The intent is to safeguard the financial assets of the Strata Corporation and ensure that the trust funds are being administered in compliance with RESA.
Bank Charges	Crosby Property Management Ltd has been able to work out a special arrangement with our Bank due to our large volume of business. The Strata Corporation is charged a flat fee of \$10 per month for bank service charges. The Management Company also absorbs the service charges for providing Pre-authorized withdrawal as well as the printing costs of cheques.
Cleaning & Janitorial	This account records expenses related to the regular cleaning of the building common areas.
Dryer Vent Cleaning	Funds allotted for the yearly cleaning of the dryer vents.
Electricity	This is electrical consumption for the common areas the building, such as the mechanical rooms and all outer lighting. All lighting within the building is energy efficient. Note the parkade lighting must be maintained at all times for security purposes. Other items are the operation of the garage doors and the mechanical system. The budget is an estimate.
Elevator	<p>The Strata Corporation has an annual contract for full service maintenance for the elevators. This contract covers all parts, labor and any amendments and/or adjustments that are required to the elevators on an annual basis, which will ensure proper maintenance and repairs for any unforeseen damage or general maintenance as required. The account also includes the cost of the dedicated telephone line in the elevators for emergency use.</p> <p>For safety and health reasons this contract ensures the stability and general maintenance of the elevator itself. Permits and such non-contract items such as load testing are recorded to this account. A note to all owners this account does not cover vandalism or damage to the elevator, or items, which are not listed in the full service maintenance contract respectively.</p>
Fire Equipment Maintenance	Pursuant to the British Columbia Fire Code, it is the responsibility of the

Fire Equipment Maintenance and Monitoring Pursuant to the British Columbia Fire Code, it is the responsibility of the Strata Corporation to have all fire safety equipment inspected annually. In this account funding has been provided to adequately cover all requirements as noted above, and any repairs and/or additions which are required on an annual basis or any repairs which may come up from time to time including the in suite devices.

Garbage/Recycling This amount covers the contract for bins for garbage and cardboard.

Gas Domestic hot water and indoor gas and fireplaces are heated by gas fired boilers. The roof top air pressurization units for the hallways are also gas fired.

Gas (Outdoor Gas) The outdoor gas strata lots pay additional funds to cover the cost of the gas usage with respect to outdoor gas fireplaces and this amount is an estimate only and is recovered from the units that have outdoor gas outlets and outdoor gas fireplaces.

Gutter Cleaning Funds set aside to clean the gutters.

Insurance and Appraisal In accordance with the Strata Property Act, the Strata Corporation is required to maintain full replacement value coverage for the building and may require added additional coverage for liability, Council errors and/or omissions, etc.

Individual insurance coverage is strongly recommended. Owners are reminded that content/liability insurance is the responsibility of individual owners. It is essential that owners carry "betterment's and improvements" insurance to cover any upgrades that they have made to their units.

Owners should be aware if in the course of a fire, flood or some other incident, and a resident's possessions are damaged. That person must make a claim for compensation to his/her own insurance. This is **NOT** covered by the building insurance policy. None-residents should be sure that their tenants clearly understand this.

Please note the Strata Corporation water deductible is \$5,000.00.

Landscape & Maintenance A monthly contract is in place to maintain the ground level landscaped areas. The maintenance of the irrigation system is included in this account.

Landspace (LMS 1501) The hedging located on the east side of the building (rear) that can be seen by looking down over the concrete railing was installed at the request of the city and is on an easement over property owned by LMS 1501 that the Strata Corporation is responsible to maintain.

Legal Fees The Strata is included in a legal retainer program with Clark Wilson that allows initial consultations at no cost. Within the Strata Corporation there are certain costs from time to time for legal clarification, interpretation of the Strata Property Act, along with other matters that

need to be dealt with and this program enables the Corporation to obtain this basic advise without incurring hourly fees. The cost for this service remains relatively the same for the year.

Management Fees

Crosby Property Management Ltd. has an Agency Agreement with the Strata Corporation.

The Management Company relieves the Strata Council of all the day-to-day operations of the Strata Corporation. This includes full accounting services, provisions of management staff, supervision of on-site staff, attendance at Strata Council meetings and General meetings, preparation of minutes, providing 24 hour emergency support etc. The services also include assisting the Strata Council in establishing and enforcing bylaws, rules and regulations and preparing the operating budget on behalf of the owners, collecting arrears and making recommendations regarding operations and administration such as improvements, reserve requirements, liability protection etc.

Mechanical Maintenance

The mechanical system is maintained on a contract basis. The mechanical maintenance includes HVAC systems in the parkade, water flow maintenance. Logs are maintained by the contractor to ensure all aspects of the mechanical system are checked in the appropriate order of frequency.

Miscellaneous

Funds for printing, postage and other items that are not accounted for in the other categories

Recreation Facilities/Amenity

Funds for the maintenance of the fitness equipment and the amenity rooms.

Repair and Maintenance

This account covers exterior/interior repairs and maintenance that do not have specific account allocations. Major expenses such as plumbing/mechanical, electrical repairs, cleaning, supplies, painting, glass breakage, upgrades of security locks, break and enter repairs, graffiti removal and many other general maintenance items. Each year this account budget should be increased.

Service Inspection

Funding for the annual service inspection by the building envelope consultant RDH Building Engineering as noted in the disclosure statement.

Snow Removal

This account services the expense for snow removal. It is the Strata Corporations responsibility to clear all snow from the common area sidewalks and the city sidewalks surrounding the property.

Touch Up Paint

Funding for regular maintenance for painting and caulking.

Water & Sewer

This account is for the water and sewer bills from the City of Vancouver. This is an estimate only.

Window Cleaning

This allowance is made for one cleaning per year. Only Inaccessible windows that cannot be safely reached by a resident are cleaned.

May 12, 09

**STRATA PLAN BCS 3321
CAMERA
PROPOSED FIRST ANNUAL BUDGET
EFFECTIVE JULY 1, 2009**

Alarm Monitoring	\$1,950
Audit	212
Bank Charges	120
Cleaning & Janitorial	16,600
Dryer Vent Cleaning ²	2,850
Electricity - common areas	18,000
Elevator Maintenance	10,800
Enterphone & Security System/Fitness Equipment Lease	24,400
Fire Equipment Maintenance	3,000
Garbage/ Recycling	5,000
Gas:	54,250
- Outdoor gas fireplaces and gas outlets ¹	3,650
Gutter Cleaning ²	1,060
Insurance & Appraisal	31,200
Landscape: General Maintenance	17,000
Landscape Maintenance - LMS 1501 ³	500
Legal Fees	200
Management Fees	17,797
Mechanical Equipment Maintenance	5,200
Miscellaneous	2,250
Recreation Facilities/ Amenities	1,000
Repairs and Maintenance	10,000
Service inspection by Building Envelope Consultant (50% cost shared with Developer) ²	4,000
Snow Removal	2,500
Touch Up Painting and Caulking ²	2,000
Water & Sewer	12,000
Window Cleaning	3,700
 Sub-total	 \$251,239
 Contingency Reserve - 10% ⁴	 25,124
less: 50% Service inspection by Building Envelope Consultant	(2,000)
less: gas recovery by Strata Lots 4-6, 11-12, 24-25, 30, and 69-77	(3,650)
 Total Budget	 \$270,713

Note: Each Strata Lot's monthly contribution to the contingency reserve fund is calculated as follows:

<u>unit entitlement of strata lot</u>	x	Contingency Reserve Fund Contributions
total unit entitlement of all strata lots		

Notes:

1 Applies to Strata Lots 4-6, 11-12, 24-25, 30, 69-77 as shown in the Preliminary Strata Plan (SL 72, 73 and 74 will only have outdoor gas outlets as per 3.7 of the disclosure statement). Owners of these Strata Lots will be serviced by natural gas for the use of outdoor fireplaces and/or outdoor gas outlets. The Strata Corporation will receive one gas bill. For administrative convenience, the Developer anticipates that the Strata Corporation will estimate the monthly cost of natural gas supplied to each such Strata Lot (in respect of the outdoor gas fireplace and/or gas outlet only) on an equitable basis and include such amount in such Strata Lot owner's monthly assessment. On a less frequent basis, the Strata Corporation will determine the actual cost of such natural gas supplied to each such Strata Lot through the use of information meters installed in the Development and an adjustment will be made to reflect the difference in the estimated cost and the actual cost of such natural gas supplied to each such Strata Lot.

2 (Building Envelope Maintenance) The interim budget does not include costs associated with building envelope maintenance because such costs are not expected to be incurred during the interim budget period (i.e. the 12-month period commencing on the first day of the month following the date of the first conveyance of a Strata Lot to a purchaser). However, the Developer anticipates that costs associated with building envelope maintenance of approximately \$9,910 will be included in the annual budget of a Strata Corporation commencing on the first day of the month following the first annual general meeting of the Strata Corporation. This amount includes approximately \$2,000 for a service inspection by the Developer's building envelope consultant, namely RDH Building Engineering, pursuant to the building envelope maintenance contract. The actual cost of such a service inspection is approximately \$4,000; however, the Developer has voluntarily agreed to pay for 50% of this cost in year 1 and year 5 (the 2 review years). The building envelope maintenance contract is not terminable for a period of 5 years.

3 Refer to last paragraph of section 4.4 (Proposed Encumbrances). The interim budget does not include certain costs that may be incurred under grants of easements, restrictive covenants or other rights or charges over neighbouring lands accepted by the Developer for the benefit of the Property (including the maintenance of a cedar hedge over LMS 1501) because such costs are not expected to be incurred during the interim budget period (i.e. the 12-month period commencing on the first day of the month following the date of the first conveyance of a Strata Lot to a purchaser).

4 The contribution to the contingency reserve fund (the "CRF") is 5% of the total expenses column of the interim budget. To be increased to 10% at the start of the first fiscal year commencing the first of the month following the first annual general meeting of the Strata Corporation. In addition to this line item, the Developer will contribute a minimum of 5% of the total expenses to the CRF at the time of the first conveyance of a Strata Lot to a purchaser in accordance with the provisions of the Strata Property Act (British Columbia).

Each Strata Lot's monthly contribution to the CRF is calculated as follows:

$$\frac{\text{unit entitlement of Strata Lot}}{\text{Total unit entitlement of all Strata Lots}} \times \text{CRF Contributions}$$

May 12, 09

**STRATA PLAN BCS 3321
CAMERA
PROPOSED FIRST ANNUAL BUDGET
STRATA FEES SCHEDULE
EFFECTIVE JULY 1, 2009**

<u>Strata Lot Number</u>	<u>Unit Entitlement</u>	<u>Monthly Strata Fees</u>	<u>Outdoor Gas Fire Place Recovery</u>	<u>Outdoor Gas Outlet Recovery</u>	<u>Total Monthly Fees</u>
1	104	\$290.55			\$290.55
2	101	282.17			282.17
3	118	329.66			329.66
4	147	410.68	\$12.00	\$8.00	430.68
5	147	410.68	12.00	8.00	430.68
6	150	419.06	12.00	8.00	439.06
7	132	368.77			368.77
8	67	187.18			187.18
9	64	178.80			178.8
10	93	259.82			259.82
11	149	416.27	12.00	8.00	436.27
12	148	413.47	12.00	8.00	433.47
13	116	324.07			324.07
14	106	296.14			296.14
15	103	287.75			287.75
16	119	332.45			332.45
17	129	360.39			360.39
18	129	360.39			360.39
19	129	360.39			360.39
20	82	229.09			229.09
21	67	187.18			187.18
22	102	284.96			284.96 ←
23	103	287.75			287.75
24	99	276.58	12.00	8.00	296.58
25	115	321.28	12.00	8.00	341.28
26	97	270.99			270.99
27	99	276.58			276.58
28	99	276.58			276.58
29	108	301.72			301.72
30	100	279.37	12.00	8.00	299.37
31	61	170.42			170.42
32	58	162.04			162.04
33	99	276.58			276.58
34	115	321.28			321.28
35	97	270.99			270.99
36	98	273.79			273.79
37	99	276.58			276.58
38	108	301.72			301.72
39	101	282.17			282.17
40	61	170.42			170.42
41	58	162.04			162.04
42	99	276.58			276.58
43	115	321.28			321.28
44	97	270.99			270.99

May 12, 09

**STRATA PLAN BCS 3321
CAMERA
PROPOSED FIRST ANNUAL BUDGET
STRATA FFES SCHEDULE
EFFECTIVE JULY 1, 2009**

<u>Strata Lot Number</u>	<u>Unit Entitlement</u>	<u>Monthly Strata Fees</u>	<u>Outdoor Gas Fire Place Recovery</u>	<u>Outdoor Gas Outlet Recovery</u>	<u>Total Monthly Fees</u>
45	99	276.58			276.58
46	99	276.58			276.58
47	108	301.72			301.72
48	100	279.37			279.37
49	61	170.42			170.42
50	58	162.04			162.04
51	99	276.58			276.58
52	115	321.28			321.28
53	97	270.99			270.99
54	99	276.58			276.58
55	99	276.58			276.58
56	108	301.72			301.72
57	100	279.37			279.37
58	61	170.42			170.42
59	58	162.04			162.04
60	99	276.58			276.58
61	115	321.28			321.28
62	97	270.99			270.99
63	99	276.58			276.58
64	99	276.58			276.58
65	108	301.72			301.72
66	100	279.37			279.37
67	61	170.42			170.42
68	58	162.04			162.04
69	133	371.57	12.00	8.00	391.57
70	158	441.41	12.00	8.00	461.41
71	131	365.98	12.00	8.00	385.98
72	133	371.57		8.00	379.57
73	158	441.41		8.00	449.41
74	131	365.98		8.00	373.98
75	140	391.12	12.00	8.00	411.12
76	168	469.35	12.00	8.00	489.35
77	138	385.54	12.00	8.00	405.54
	<u>8,075</u>	<u>\$22,559.41</u>	<u>\$168.00</u>	<u>\$136.00</u>	<u>\$22,863.41</u>
Yearly Strata Fees		<u>\$270,712.92</u>	<u>\$2,016.00</u>	<u>\$1,632.00</u>	<u>\$274,360.92</u>

PROXY

I/We _____ [name(s)], the owner(s)/tenant(s)/mortgagee of
strata lot _____ of Owners Strata Plan BCS 3321

Address _____

hereby appoint _____

and failing him/her _____

to be my/our proxy to vote at their discretion, unless indicated below, for me/us on my/our behalf at the First Annual General Meeting of the Owners Strata Plan BCS 3321 to be held on Monday, June 1, 2009 at 7:00 p.m., or at any adjournment thereof. Should any amendment(s) to a Resolution indicated below be put forth at the meeting noted above, the appointed proxy holder may vote at their discretion.

OWNER'S SIGNATURE

OWNER'S SIGNATURE

**MINUTES
OF THE FIRST ANNUAL GENERAL MEETING
THE OWNERS STRATA PLAN BCS 3321
CAMERA**

Held on Monday, June 1, 2009
Within Holiday Inn Vancouver Centre
The Cypress Room (5th floor)
711 West Broadway, Vancouver, BC

The meeting was called to order at 7:15 p.m. by Sue Matthews, Senior Property Manager from Crosby Property Management Ltd. who acted as Chairperson.

CALLING THE ROLL AND CERTIFICATION OF PROXIES

The attendance register confirmed at the time of commencement of the meeting there were 24 eligible voters in attendance and 3 represented by proxy for a total of 27. The quorum requirements had been achieved, and the meeting proceeded.

PROOF OF NOTICE

It was moved/seconded that the notice dated May 6, 2009 complied with the notice requirements. CARRIED.

ACKNOWLEDGEMENT OF INSURANCE COVERAGE

It was moved/seconded that the report on insurance coverage had been received. CARRIED.

At this point in the meeting, the Chairperson took the opportunity to advise those in attendance of the following information regarding strata lot ownership and other matters concerning the Strata Corporation.

Strata Corporation Insurance

Section 149 of the Strata Property Act requires the strata corporation to have adequate full replacement value insurance for the common property, common assets, buildings shown on the strata plan and fixtures built or installed on a strata lot. The insurance must cover major perils and have liability coverage for property damage and bodily injury of at least \$2,000,000. Your Strata Corporation's insurance policy is currently held with BFL Canada and is insured for a replacement value of \$28,544,000.00. This value is based on information received from the appraisal.

Please refer to the attached Certificate of Insurance included with your Notice of Meeting, which outlines the insured perils, the limits of coverage and the applicable deductibles.

The Chairperson recommended that all owners obtain their own insurance coverage for personal property as well as third party liability coverage and out of home expenses. Also, all owners should obtain additional coverage if they make any major improvements within the strata lot such as upgrading appliances, fixtures, floor coverings, etc. Commercial owners should review their requirements with their insurance agent.

PROPERTY MANAGER'S REPORT

Strata lot ownership is having title to real property combining fee simple interest or leasehold interest in a strata lot with an undivided interest in the common property and common assets of a strata corporation with other owners as tenants in common. The term strata lot does not refer to any particular type of structure, but is a legal arrangement in the form of ownership. Strata lot may be apartments, townhomes, retail, commercial and industrial units or parking stalls.

The boundaries of your strata lot are shown on the strata plan and consists of the area within your unit from the mid way point of the common walls inwards. In addition, the strata plan may have allocated you the exclusive use of some defined common property such as a patio, balcony, locker space or parking stall. This is referred to as limited common property. If not defined on the strata plan, parking stalls, lockers and other areas can be assigned to a specific strata lot by the Council. Common property is all areas within the strata plan which are not included within any strata lot.

The term unit entitlement indicates the proportionate share that each owner has in the common property, facilities and assets of the Strata Corporation. This is the basis for the calculation of each owners' contribution to the operating fund and the contingency reserve fund of the Strata Corporation, which are referred to as strata fees. The unit entitlement for each strata lot is shown on the registered strata plan, which may differ from the Disclosure Statement.

All Strata Corporation's are governed by the Strata Property Act which includes the bylaws which govern their affairs. These bylaws are contained within the Standard Bylaws of the Strata Property Act and any amendments to these will be included in your Disclosure Statement. All bylaws can be further amended at the owners' discretion. Bylaws provide for the control, management, maintenance, use and enjoyment of the strata lots, common property and common assets of the strata corporation. Rules provide for the use, safety and condition of the common property and common assets of the strata corporation and can be established by the Council.

Owner Responsibilities

The responsibilities of an owner are detailed within the Strata Corporation's bylaws. As you are living in a communal atmosphere each owner should act with due consideration for their neighbours. Should you wish to make any changes to your strata lot of a structural nature or that alter the external appearance in any way, you must receive prior written approval of the Council.

All owners must pay their strata fees on a timely basis in order to ensure the strata corporation has sufficient funds to meet their obligations.

If any owner wishes to lease their residential unit, they must provide a completed Form K (Notice of Tenant's Responsibilities) to the offices of Crosby Property Management Ltd. within two weeks of renting the unit. This will ensure that the tenant has been made aware of the bylaws, the rules of the Strata Corporation and agrees to abide by them as well as complying with any other conditions contained within the Strata Property Act.

Minutes of the First Annual General Meeting
The Owners Strata Plan BCS 3321
Held on June 1, 2009

This form also protects the landlord. Once the tenant has signed the form recognizing and agreeing to uphold the bylaws and rules of the Strata Corporation, they may be held responsible for any bylaw infraction fines they are responsible for.

Strata Council

The Council, which will be elected at this meeting, are responsible for the day to day operation of the strata corporation and must manage and maintain the common property and common assets of the strata corporation for the benefit of all owners. They will be elected by the eligible voters, and must conduct themselves in accordance with the Strata Property Act, the bylaws and rules of the strata corporation, and any direction given by the owners at a General Meeting.

The Council will investigate the feasibility of specific bylaws they feel are necessary for your strata corporation. Each project has different requirements and concerns depending on the physical characteristics, location, common property, common assets, and the type of people residing within the strata corporation. Once the Council has formulated a set of bylaws, they will be presented to the eligible voters for formal adoption at a General Meeting.

Warranty Information

Warranty Information

Under the terms of the Homeowner Protection Act and Regulations, the common property, common facilities and other assets of the strata corporation are covered under warranty with Traveler's Guarantee commencing April 15, 2009, as follows. The responsibility of identifying deficiencies is that of the strata corporation.

- ☐ In the first 15 months, for any defects in materials and labour; and for violation of the building code if the non-compliance constitutes an unreasonable health or safety risk, or has resulted in, or is likely to result in, material damage to the new home.
- ☐ In the first 24 months, for any defect in materials and labour supplied for the electrical, plumbing, heating, ventilation and air conditioning delivery and distribution systems; and for any defect in materials and labour supplied for the exterior cladding, caulking, windows and doors that may lead to the detachment or material damage to the new home; and for any defect in materials and labour which renders the new home unfit to live in; and for violation of the building code, if the non-compliance constitutes an unreasonable health or safety risk, or has resulted in, or is likely to result in, material damage to the new home.
- ☐ In the first 5 years, for defects in the building envelope of a new home including a defect, which permits unintended water penetration such as it causes, or is likely to cause, material damage to the new home.

- ☐ In the first 10 years, for any defect in materials and labour that results in the failure of a load bearing part of the new home, and any defect which causes structural damage that materially and adversely affects the use of the new home for residential occupancy.

WARRANTY EXCLUSIONS

The warranty does not cover the following:

1. Weathering, normal wear and tear, deterioration consistent with normal industry standards;
2. Normal shrinkage of materials caused by drying after construction;
3. Any loss or damage which arises while the New Home is being used primarily or substantially for non-residential purposes;
4. Materials, labour, or design supplied by an Owner;
5. Any damage to the extent it is caused or made worse by an Owner or Third Party;
6. Failure of an Owner to take timely action to prevent or minimize loss or damage, including the failure to give prompt notice to St. Paul Guarantee of a Defect or discovered loss or potential Defect or loss;
7. Any damage caused by insects or rodents and other animals, agents, or sub-contractors;
8. Accidental loss or damage from acts of nature including, but not limited to, fire explosion, smoke, water escape, glass breakage, windstorm, hail, lighting, falling trees, aircraft, vehicles, flood, earthquake, avalanche, landslide, and changes in the level in the underground water table which are not reasonably foreseeable by the Builder;
9. Bodily injury or damage to personal property or real property which is not part of the New Home;
10. Any defect in, or caused by, materials or work supplied by anyone other than the Builder or its employees, agents, or sub-contractors;
11. Changes, alternations, or additions made to the New Home by anyone after initial occupancy, except those performed by the Builder or its employees, agents, or sub-contractors under the construction contract or sales agreement, or as required by St. Paul Guarantee;
12. Contaminated soil;
13. Subsidence of the land around the New Home or along utility lines, other than subsidence beneath footings of the New Home or under Driveways or Walkways;
14. Reduction in value of the New Home;
15. Landscaping, both hard and soft, including plants, fencing, detached patios, gazebos and similar structures;
16. Non-residential structures including sheds, garages, carports or outbuildings, or any structure or construction;
17. Any commercial use area and any construction associated with a commercial use area;
18. Roads, curbs, and lanes;
19. Site grading and surface drainage, except as required by the Building Code;
20. The operation of municipal services, including sanitary and storm sewer;
21. The quality or quantity of water, either piped municipal water supply or from a well
22. Damage caused or made worse by the failure of an Owner to take reasonable steps to mitigate any damage.

**Minutes of the First Annual General Meeting
The Owners Strata Plan BCS 3321
Held on June 1, 2009**

Crosby Property Management Ltd.

Our duties and responsibilities are outlined within our Agency Agreement and in general are as follows:

- Providing the Council with the necessary expertise and information, quotations and support documents in order to make informed decisions, which are in the best interests of the Strata Corporation.
- Providing administration and record keeping services as required under the Strata Property Act.
- Providing financial management services including the preparing of monthly financial statements and accompanying reports and budget projections.
- Ensuring the building exterior and the common areas and common assets of the Strata Corporation are maintained in accordance with the Council's instructions with consideration to the financial resources available.
- Assisting the Council with the formation and enforcement of bylaws, rules and other policies of the Council and the Strata Corporation.
- Providing 24 hour coverage for emergencies.

OWNER DEVELOPER RESPONSIBILITIES

Section 20 of the Strata Property Act requires the owner developer to provide certain information, documents and records of the strata corporation. The Chairperson advised that most of the required information has been received and is filed in the Strata Corporation Records.

Council will be responsible for reviewing the information to ensure all required documents and records have been received in accordance with the Strata Property Act.

FIRST ANNUAL BUDGET

The owners were referred to the First Annual Budget, the schedule of strata fees and the accompanying notes explaining how the figures were prepared. Although sufficient historical data on this project is not yet available, contracts are now in place which have dictated some of the funds required while other areas are based on the experience of the owner developer, and of Crosby Property Management Ltd. in operating similar projects:

Owners discussed the monitoring contract, the Strata's responsibility to maintain the hedge alongside LMS 1501 and the various leases in place for recreational and enterphone equipment. Council will be reviewing the various contracts in place in due course.

Following discussion on the budget, it was moved/seconded to approve the budget as presented for the fiscal period July 1, 2009 to June 30, 2010. CARRIED.

**Minutes of the First Annual General Meeting
The Owners Strata Plan BCS 3321
Held on June 1, 2009**

PLEASE SEND (12) TWELVE POST-DATED CHEQUES PAYABLE TO STRATA PLAN BCS 3321. ANY CHANGE IN STRATA FEES IS EFFECTIVE FROM JULY 1, 2009

IF THERE IS ANY CHANGE IN STRATA FEES, ANY OWNER ON P.A.P. WILL AUTOMATICALLY HAVE THEIR WITHDRAWAL FOR STRATA FEES ADJUSTED. PLEASE NOTE, THIS MAY BE RETROACTIVE BASED ON THE FISCAL YEAR END.

OWNERS THAT PAY THEIR STRATA FEES THROUGH AUTOMATIC E-BANKING MUST RE-SUBMIT THE NEW STRATA FEE AMOUNT FOR FUTURE MONTHS AS WELL AS ANY RETROACTIVE PAYMENT IF NECESSARY.

If you have any questions regarding your account, please contact Johnson Lai in our accounting department at 604-689-6951.

GENERAL DISCUSSION

The Chairperson opened the floor for questions.

Owners enquired about Bylaws and Rules, the security issues that the building may face in the short term and a note was made that the irrigation sprinklers are not coming on. The Property Manager answered that Rules can be enacted by Council whereas Bylaws require a $\frac{3}{4}$ Vote of the owners to enact. Rental restrictions are an example of bylaws. Security was also discussed. Council will determine the security enhancements required. The Property Manager will contact the installing trade regarding the irrigation sprinklers.

ELECTION OF COUNCIL

The Chairperson advised that under the bylaws of the Strata Corporation the Council must consist of a minimum of 3 to a maximum of 7 members.

The Chairperson explained that the persons elected to Council at this meeting will hold office until the next Annual General Meeting. The floor was then opened for nominations and/or volunteers to form the Council.

The following persons agreed to stand for election:

Larry Raskin	Strata Lot #69
Martin Lampa	Strata Lot #76
Kathryn Bull	Strata Lot #35
John Mathers	Strata Lot #56
Mike Tang	Strata Lot #29
Lynn Kelly	Strata Lot #64
Geoff Dzikowski	Strata Lot #20

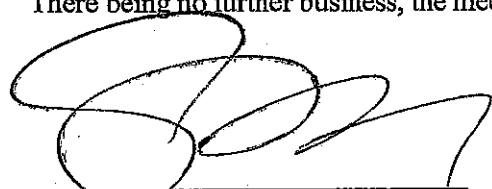
**Minutes of the First Annual General Meeting
The Owners Strata Plan BCS 3321
Held on June 1, 2009**

The above were declared elected by acclamation.

Following the adjournment, Council met to elect Officers with the following results:

President	Larry Raskin
Vice President	Martin Lampa
Treasurer	Kathryn Bull
Secretary	John Mathers

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



Sue Matthews
Senior Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office # (604) 683-8900 (24 hours)
www.crosbypm.com

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.

Jun 3, 09

**STRATA PLAN BCS 3321
CAMERA
APPROVED FIRST ANNUAL BUDGET
EFFECTIVE JULY 1, 2009**

Alarm Monitoring	\$1,950
Audit	212
Bank Charges	120
Cleaning & Janitorial	16,600
Dryer Vent Cleaning ²	2,850
Electricity - common areas	18,000
Elevator Maintenance	10,800
Enterphone & Security System/Fitness Equipment Lease	24,400
Fire Equipment Maintenance	3,000
Garbage/ Recycling	5,000
Gas:	54,250
- Outdoor gas fireplaces and gas outlets ¹	3,650
Gutter Cleaning ²	1,060
Insurance & Appraisal	31,200
Landscape: General Maintenance	17,000
Landscape Maintenance - LMS 1501 ³	500
Legal Fees	200
Management Fees	17,797
Mechanical Equipment Maintenance	5,200
Miscellaneous	2,250
Recreation Facilities/ Amenities	1,000
Repairs and Maintenance	10,000
Service inspection by Building Envelope Consultant (50% cost shared with Developer) ²	4,000
Snow Removal	2,500
Touch Up Painting and Caulking ²	2,000
Water & Sewer	12,000
Window Cleaning	3,700
 Sub-total	 <u>\$251,239</u>
 Contingency Reserve - 10% ⁴	 25,124
less: 50% Service inspection by Building Envelope Consultant	(2,000)
less: gas recovery by Strata Lots 4-6, 11-12, 24-25, 30, and 69-77	<u>(3,650)</u>
 Total Budget	 <u><u>\$270,713</u></u>

Note: Each Strata Lot's monthly contribution to the contingency reserve fund is calculated as follows:

unit entitlement of strata lot x Contingency Reserve Fund Contributions
total unit entitlement of all strata lots

Jun 3, 09

**STRATA PLAN BCS 3321
CAMERA
APPROVED FIRST ANNUAL BUDGET
STRATA FEES SCHEDULE
EFFECTIVE JULY 1, 2009**

Strata Lot Number	Civic Address	Unit Entitlement	Monthly Strata Fees	Outdoor Gas Fire Place Recovery	Outdoor Gas Outlet Recovery	Total Monthly Fees
1	107 - 1675 West 8th Avenue	104	\$290.55			\$290.55
2	104 - 1675 West 8th Avenue	101	282.17			282.17
3	105 - 1675 West 8th Avenue	118	329.66			329.66
4	2380 Pine Street	147	410.68	\$12.00	\$8.00	430.68
5	2370 Pine Street	147	410.68	12.00	8.00	430.68
6	2360 Pine Street	150	419.06	12.00	8.00	439.06
7	101 - 1675 West 8th Avenue	132	368.77			368.77
8	102 - 1675 West 8th Avenue	67	187.18			187.18
9	103 - 1675 West 8th Avenue	64	178.80			178.8
10	106 - 1675 West 8th Avenue	93	259.82			259.82
11	1663 West 8th Avenue	149	416.27	12.00	8.00	436.27
12	1665 West 8th Avenue	148	413.47	12.00	8.00	433.47
13	1667 West 8th Avenue	116	324.07			324.07
14	1669 West 8th Avenue	106	296.14			296.14
15	1681 West 8th Avenue	103	287.75			287.75
16	1683 West 8th Avenue	119	332.45			332.45
17	1685 West 8th Avenue	129	360.39			360.39
18	1687 West 8th Avenue	129	360.39			360.39
19	1689 West 8th Avenue	129	360.39			360.39
20	202 - 1675 West 8th Avenue	82	229.09			229.09
21	203 - 1675 West 8th Avenue	67	187.18			187.18
22	204 - 1675 West 8th Avenue	102	284.96			284.96
23	201 - 1675 West 8th Avenue	103	287.75			287.75
24	306 - 1675 West 8th Avenue	99	276.58	12.00	8.00	296.58
25	307 - 1675 West 8th Avenue	115	321.28	12.00	8.00	341.28
26	308 - 1675 West 8th Avenue	97	270.99			270.99
27	309 - 1675 West 8th Avenue	99	276.58			276.58
28	301 - 1675 West 8th Avenue	99	276.58			276.58
29	302 - 1675 West 8th Avenue	108	301.72			301.72
30	303 - 1675 West 8th Avenue	100	279.37	12.00	8.00	299.37
31	304 - 1675 West 8th Avenue	61	170.42			170.42
32	305 - 1675 West 8th Avenue	58	162.04			162.04
33	406 - 1675 West 8th Avenue	99	276.58			276.58
34	407 - 1675 West 8th Avenue	115	321.28			321.28
35	408 - 1675 West 8th Avenue	97	270.99			270.99
36	409 - 1675 West 8th Avenue	98	273.79			273.79
37	401 - 1675 West 8th Avenue	99	276.58			276.58
38	402 - 1675 West 8th Avenue	108	301.72			301.72
39	403 - 1675 West 8th Avenue	101	282.17			282.17
40	404 - 1675 West 8th Avenue	61	170.42			170.42
41	405 - 1675 West 8th Avenue	58	162.04			162.04
42	506 - 1675 West 8th Avenue	99	276.58			276.58
43	507 - 1675 West 8th Avenue	115	321.28			321.28
44	508 - 1675 West 8th Avenue	97	270.99			270.99
45	509 - 1675 West 8th Avenue	99	276.58			276.58

Jun 3, 09

**STRATA PLAN BCS 3321
CAMERA
APPROVED FIRST ANNUAL BUDGET
STRATA FEES SCHEDULE
EFFECTIVE JULY 1, 2009**

Strata Lot Number	Civic Address	Unit Entitlement	Monthly Strata Fees	Outdoor Gas		Total Monthly Fees	
				Fire Place Recovery	Outlet Recovery		
46	501 - 1675 West 8th Avenue	99	276.58			276.58	
47	502 - 1675 West 8th Avenue	108	301.72			301.72	
48	503 - 1675 West 8th Avenue	100	279.37			279.37	
49	504 - 1675 West 8th Avenue	61	170.42			170.42	
50	505 - 1675 West 8th Avenue	58	162.04			162.04	
51	606 - 1675 West 8th Avenue	99	276.58			276.58	
52	607 - 1675 West 8th Avenue	115	321.28			321.28	
53	608 - 1675 West 8th Avenue	97	270.99			270.99	
54	609 - 1675 West 8th Avenue	99	276.58			276.58	
55	601 - 1675 West 8th Avenue	99	276.58			276.58	
56	602 - 1675 West 8th Avenue	108	301.72			301.72	
57	603 - 1675 West 8th Avenue	100	279.37			279.37	
58	604 - 1675 West 8th Avenue	61	170.42			170.42	
59	605 - 1675 West 8th Avenue	58	162.04			162.04	
60	706 - 1675 West 8th Avenue	99	276.58			276.58	
61	707 - 1675 West 8th Avenue	115	321.28			321.28	
62	708 - 1675 West 8th Avenue	97	270.99			270.99	
63	709 - 1675 West 8th Avenue	99	276.58			276.58	
64	701 - 1675 West 8th Avenue	99	276.58			276.58	
65	702 - 1675 West 8th Avenue	108	301.72			301.72	
66	703 - 1675 West 8th Avenue	100	279.37			279.37	
67	704 - 1675 West 8th Avenue	61	170.42			170.42	
68	705 - 1675 West 8th Avenue	58	162.04			162.04	
69	802 - 1675 West 8th Avenue	133	371.57	12.00	8.00	391.57	
70	803 - 1675 West 8th Avenue	158	441.41	12.00	8.00	461.41	
71	801 - 1675 West 8th Avenue	131	365.98	12.00	8.00	385.98	
72	902 - 1675 West 8th Avenue	133	371.57		8.00	379.57	
73	903 - 1675 West 8th Avenue	158	441.41		8.00	449.41	
74	901 - 1675 West 8th Avenue	131	365.98		8.00	373.98	
75	1002 - 1675 West 8th Avenue	140	391.12	12.00	8.00	411.12	
76	1003 - 1675 West 8th Avenue	168	469.35	12.00	8.00	489.35	
77	1001 - 1675 West 8th Avenue	138	385.54	12.00	8.00	405.54	
			8,075	\$22,559.41	\$168.00	\$136.00	\$22,863.41
early Strata Fees			\$270,712.92	\$2,016.00	\$1,632.00	\$274,360.92	

Jun 3, 09

**STRATA PLAN BCS 3321
CAMERA
APPROVED FIRST ANNUAL BUDGET
EFFECTIVE JULY 1, 2009**

Alarm Monitoring	\$1,950
Audit	212
Bank Charges	120
Cleaning & Janitorial	16,600
Dryer Vent Cleaning ²	2,850
Electricity - common areas	18,000
Elevator Maintenance	10,800
Enterphone & Security System/Fitness Equipment Lease	24,400
Fire Equipment Maintenance	3,000
Garbage/ Recycling	5,000
Gas:	54,250
- Outdoor gas fireplaces and gas outlets ¹	3,650
Gutter Cleaning ²	1,060
Insurance & Appraisal	31,200
Landscape: General Maintenance	17,000
Landscape Maintenance - LMS 1501 ³	500
Legal Fees	200
Management Fees	17,797
Mechanical Equipment Maintenance	5,200
Miscellaneous	2,250
Recreation Facilities/ Amenities	1,000
Repairs and Maintenance	10,000
Service inspection by Building Envelope Consultant (50% cost shared with Developer) ²	4,000
Snow Removal	2,500
Touch Up Painting and Caulking ²	2,000
Water & Sewer	12,000
Window Cleaning	3,700
 Sub-total	 \$251,239
 Contingency Reserve - 10% ⁴	 25,124
less: 50% Service inspection by Building Envelope Consultant	(2,000)
less: gas recovery by Strata Lots 4-6, 11-12, 24-25, 30, and 69-77	(3,650)
 Total Budget	 \$270,713

Note: Each Strata Lot's monthly contribution to the contingency reserve fund is calculated as follows:

<u>unit entitlement of strata lot</u>	x	Contingency Reserve Fund Contributions
total unit entitlement of all strata lots		

Notes:

1 Applies to Strata Lots 4-6, 11-12, 24-25, 30, 69-77 as shown in the Preliminary Strata Plan (SL 72, 73 and 74 will only have outdoor gas outlets as per 3.7 of the disclosure statement). Owners of these Strata Lots will be serviced by natural gas for the use of outdoor fireplaces and/or outdoor gas outlets. The Strata Corporation will receive one gas bill. For administrative convenience, the Developer anticipates that the Strata Corporation will estimate the monthly cost of natural gas supplied to each such Strata Lot (in respect of the outdoor gas fireplace and/or gas outlet only) on an equitable basis and include such amount in such Strata Lot owner's monthly assessment. On a less frequent basis, the Strata Corporation will determine the actual cost of such natural gas supplied to each such Strata Lot through the use of information meters installed in the Development and an adjustment will be made to reflect the difference in the estimated cost and the actual cost of such natural gas supplied to each such Strata Lot.

2 (Building Envelope Maintenance) The interim budget does not include costs associated with building envelope maintenance because such costs are not expected to be incurred during the interim budget period (i.e. the 12-month period commencing on the first day of the month following the date of the first conveyance of a Strata Lot to a purchaser). However, the Developer anticipates that costs associated with building envelope maintenance of approximately \$9,910 will be included in the annual budget of a Strata Corporation commencing on the first day of the month following the first annual general meeting of the Strata Corporation. This amount includes approximately \$2,000 for a service inspection by the Developer's building envelope consultant, namely RDH Building Engineering, pursuant to the building envelope maintenance contract. The actual cost of such a service inspection is approximately \$4,000; however, the Developer has voluntarily agreed to pay for 50% of this cost in year 1 and year 5 (the 2 review years). The building envelope maintenance contract is not terminable for a period of 5 years.

3 Refer to last paragraph of section 4.4 (Proposed Encumbrances). The interim budget does not include certain costs that may be incurred under grants of easements, restrictive covenants or other rights or charges over neighbouring lands accepted by the Developer for the benefit of the Property (including the maintenance of a cedar hedge over LMS 1501) because such costs are not expected to be incurred during the interim budget period (i.e. the 12-month period commencing on the first day of the month following the date of the first conveyance of a Strata Lot to a purchaser).

4 The contribution to the contingency reserve fund (the "CRF") is 5% of the total expenses column of the interim budget. To be increased to 10% at the start of the first fiscal year commencing the first of the month following the first annual general meeting of the Strata Corporation. In addition to this line item, the Developer will contribute a minimum of 5% of the total expenses to the CRF at the time of the first conveyance of a Strata Lot to a purchaser in accordance with the provisions of the Strata Property Act (British Columbia).

Each Strata Lot's monthly contribution to the CRF is calculated as follows:

$$\frac{\text{unit entitlement of Strata Lot}}{\text{Total unit entitlement of all Strata Lots}} \times \text{CRF Contributions}$$

Jun 3, 09

**STRATA PLAN BCS 3321
CAMERA
APPROVED FIRST ANNUAL BUDGET
STRATA FFES SCHEDULE
EFFECTIVE JULY 1, 2009**

<u>Strata Lot Number</u>	<u>Civic Address</u>	<u>Unit Entitlement</u>	<u>Monthly Strata Fees</u>	<u>Outdoor Gas</u>		<u>Total Monthly Fees</u>
				<u>Fire Place Recovery</u>	<u>Outlet Recovery</u>	
1	107 - 1675 West 8th Avenue	104	\$290.55			\$290.55
2	104 - 1675 West 8th Avenue	101	282.17			282.17
3	105 - 1675 West 8th Avenue	118	329.66			329.66
4	2380 Pine Street	147	410.68	\$12.00	\$8.00	430.68
5	2370 Pine Street	147	410.68	12.00	8.00	430.68
6	2360 Pine Street	150	419.06	12.00	8.00	439.06
7	101 - 1675 West 8th Avenue	132	368.77			368.77
8	102 - 1675 West 8th Avenue	67	187.18			187.18
9	103 - 1675 West 8th Avenue	64	178.80			178.8
10	106 - 1675 West 8th Avenue	93	259.82			259.82
11	1663 West 8th Avenue	149	416.27	12.00	8.00	436.27
12	1665 West 8th Avenue	148	413.47	12.00	8.00	433.47
13	1667 West 8th Avenue	116	324.07			324.07
14	1669 West 8th Avenue	106	296.14			296.14
15	1681 West 8th Avenue	103	287.75			287.75
16	1683 West 8th Avenue	119	332.45			332.45
17	1685 West 8th Avenue	129	360.39			360.39
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19	1689 West 8th Avenue	129	360.39			360.39
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23	201 - 1675 West 8th Avenue	103	287.75			287.75
24	306 - 1675 West 8th Avenue	99	276.58	12.00	8.00	296.58
25	307 - 1675 West 8th Avenue	115	321.28	12.00	8.00	341.28
26	308 - 1675 West 8th Avenue	97	270.99			270.99
27	309 - 1675 West 8th Avenue	99	276.58			276.58
28	301 - 1675 West 8th Avenue	99	276.58			276.58
29	302 - 1675 West 8th Avenue	108	301.72			301.72
30	303 - 1675 West 8th Avenue	100	279.37	12.00	8.00	299.37
31	304 - 1675 West 8th Avenue	61	170.42			170.42
32	305 - 1675 West 8th Avenue	58	162.04			162.04
33	406 - 1675 West 8th Avenue	99	276.58			276.58
34	407 - 1675 West 8th Avenue	115	321.28			321.28
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36	409 - 1675 West 8th Avenue	98	273.79			273.79
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40	404 - 1675 West 8th Avenue	61	170.42			170.42
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44	508 - 1675 West 8th Avenue	97	270.99			270.99

STRATA PLAN BCS 3321
CAMERA
APPROVED FIRST ANNUAL BUDGET
STRATA FFES SCHEDULE
EFFECTIVE JULY 1, 2009

<u>Strata Lot Number</u>	<u>Civic Address</u>	<u>Unit Entitlement</u>	<u>Monthly Strata Fees</u>	<u>Outdoor Gas</u>		<u>Total Monthly Fees</u>
				<u>Fire Place Recovery</u>	<u>Outlet Recovery</u>	
45	509 - 1675 West 8th Avenue	99	276.58			276.58
46	501 - 1675 West 8th Avenue	99	276.58			276.58
47	502 - 1675 West 8th Avenue	108	301.72			301.72
48	503 - 1675 West 8th Avenue	100	279.37			279.37
49	504 - 1675 West 8th Avenue	61	170.42			170.42
50	505 - 1675 West 8th Avenue	58	162.04			162.04
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53	608 - 1675 West 8th Avenue	97	270.99			270.99
54	609 - 1675 West 8th Avenue	99	276.58			276.58
55	601 - 1675 West 8th Avenue	99	276.58			276.58
56	602 - 1675 West 8th Avenue	108	301.72			301.72
57	603 - 1675 West 8th Avenue	100	279.37			279.37
58	604 - 1675 West 8th Avenue	61	170.42			170.42
59	605 - 1675 West 8th Avenue	58	162.04			162.04
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64	701 - 1675 West 8th Avenue	99	276.58			276.58
65	702 - 1675 West 8th Avenue	108	301.72			301.72
66	703 - 1675 West 8th Avenue	100	279.37			279.37
67	704 - 1675 West 8th Avenue	61	170.42			170.42
68	705 - 1675 West 8th Avenue	58	162.04			162.04
69	802 - 1675 West 8th Avenue	133	371.57	12.00	8.00	391.57
70	803 - 1675 West 8th Avenue	158	441.41	12.00	8.00	461.41
71	801 - 1675 West 8th Avenue	131	365.98	12.00	8.00	385.98
72	902 - 1675 West 8th Avenue	133	371.57		8.00	379.57
73	903 - 1675 West 8th Avenue	158	441.41		8.00	449.41
74	901 - 1675 West 8th Avenue	131	365.98		8.00	373.98
75	1002 - 1675 West 8th Avenue	140	391.12	12.00	8.00	411.12
76	1003 - 1675 West 8th Avenue	168	469.35	12.00	8.00	489.35
77	1001 - 1675 West 8th Avenue	138	385.54	12.00	8.00	405.54
		<u>8,075</u>	<u>\$22,559.41</u>	<u>\$168.00</u>	<u>\$136.00</u>	<u>\$22,863.41</u>

early Strata Fees

\$270,712.92 \$2,016.00 \$1,632.00 \$274,360.92

MINUTES
STRATA COUNCIL MEETING #1
STRATA PLAN BCS 3321 (CAMERA)

DATE: Wednesday, 24 June 2009
TIME: 7:30 PM
LOCATION: Amenity Room – Camera
ATTENDANCE: Larry Raskin, President Geoff Dzikowski, Member
Martin Lampa, Vice-president Lynn Kelly, Member
Kathryn Bull, Treasurer Mike Tang, Member
John Mathers, Secretary

The meeting was called to order at 7:35 PM by Larry Raskin, President. The agenda is attached.

1. Introduction

Larry welcomed members of the council to their first meeting. He stated that the main purpose of the meeting was for members to get to know each other; to discuss the agency agreement with Crosby Property Management Ltd. (Crosby); and to consider how we might best serve the needs of the owners, the maintenance and security of the building and operate as a council in general.

2. Crosby Agency Agreement

Council discussed the proposed Agency Agreement drafted by Crosby and dated 29 May 2009. In general, council concluded that the agreement was fair and represented industry standards. Nevertheless, the council had questions about the following sections:

- 3.21. Records;
- 5.4. Shortfall;
- 14. Duration and Termination;
- 16. Holdback;
- Schedule A, 4. Maximum Number of Meetings; and
- Schedule B, 5.2 (d). Special Projects.

Council agreed that Larry should call Sue Matthews, Senior Property Manager, followed by an e-mail identifying issues council seeks clarification on.

3. Council goals / operating approach

Council agreed that it wished to operate in an open and transparent manner to best meet owners' needs. In order to keep track of issues, Council proposed that owners submit them in writing as follows:

- Issues related to the operation of the strata (e.g. bylaws, alteration to strata unit) – contact Larry Raskin by e-mail at noodle3@shaw.ca with a copy to Sue Matthews;
- Issues related to property management (e.g. grass cutting, garbage collection), emergencies and common area deficiencies – contact Sue Matthews by e-mail smatthews@crosbypm.com with a copy to Larry Raskin; and
- Issues related to strata unit deficiencies – contact Intracorp.

The council plans to establish committees related to Security, Common Area Deficiencies and Social. Once these committees are established relevant issues can be sent to the chairs of these committees.

Council asked Mike Tang to investigate the feasibility of establishing a web site where council minutes, updates, amenity room schedule, etc. could be posted.

4. Other business

4.1 Security

Council agreed that building security was a high priority and believes that an independent assessment of security needs is appropriate. Council asked Geoff Dzikowski to investigate and to provide information on costs of such an assessment at the next meeting.

Council was made aware that the lock on the main entrance door can be easily defeated. It recommended that, if practicable, the photocell on the front door be deactivated. In order to exit, the button on the right-hand would be used. Further, council agreed that the key fob system which limits floor access from the elevators be activated now. Larry will contact Sue Matthews to have these addressed on a priority basis. Notices will be posted to inform residents of these changes.

It was noted that the doors from the amenity room to the courtyard/playground are frequently left unlocked. Residents are requested to please ensure that these doors are locked when they are finished using the area.

4.2 Parking Garage

A number of issues related to the parking garage were raised both at the council meeting and at the AGM including:

- Installation of Plexiglas on the outer garage door to prevent forced entry;
- Signage to remind residents to wait for the garage doors to close before driving off;
- Mirrors at the southwest blind corner of the garage;
- Management of visitor parking;
- Storage of items in the parking stalls (reference: bylaw 35 (2) (c) "an owner, tenant or occupant of a strata lot will not: store any personal items within the parking stall assigned or allocated to the strata lot").

These items will be considered at the next council meeting. Larry will ask Sue Matthews for guidance on visitor parking and storage of items in parking stalls. Council asked Martin Lampa to contact the fire department to determine if there are regulations concerning storage of personal items in underground garages.

4.3 Amenity Room

Council will develop procedures for booking the Amenity Room, and consider whether fees, a damage deposit and limits on hours of operation are appropriate. It will seek the advice of Sue Matthews on this matter. In the interim, a notice will be posted on the Amenity Room door requesting that residents contact Noni Raskin at noniraskin@shaw.ca to book the room. Noni will maintain a monthly calendar and post it inside the Amenity Room. This calendar will also be posted on the proposed website.

4.4 Notice of Application for a New Liquor Primary Licence – Bogart's

Council briefly considered the above notice and decided not to take a position. Owners are encouraged to contact the City of Vancouver directly if they have views on this application.

4.5 Adjacent Buildings

In order to facilitate coordination with adjacent buildings, Larry agreed to obtain contact information for their respective strata councils.

5. Agenda for 9 July 2009 meeting

A draft agenda prepared by Crosby was briefly reviewed. Larry Raskin and John Mathers will work together to modify the agenda based on the results of this meeting.

There being no further business the meeting was adjourned at 9:30 PM.

**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 3321 - CAMERA**

Held on Thursday July 9, 2009 at 7:30 p.m.
Within the Amenity Room
at 1675 W. 8th Avenue Vancouver, B.C.

COUNCIL IN ATTENDANCE:	Larry Raskin	President
	Martin Lampa	Vice President
	Kathryn Bull	Treasurer
	John Mathers	Secretary
	Geoff Dzikowski	
	Lynn Kelly	
	Mike Tang	
GUEST:	Shahbay Munshey	Action Lock & Security
SENIOR PROPERTY MANAGER:	Sue Matthews	Crosby Property Management Ltd
PROPERTY MANAGER:	Donna Chamberlain	Crosby Property Management Ltd.

The meeting was called to order at 7:30 p.m. by Strata Council President, Larry Raskin.

Senior Property Manager, Sue Matthews, reviewed the welcome package with the Strata Council. She emphasized the importance of team work and council participation for the benefit of the Strata Corporation.

GUEST BUSINESS

Action Lock & Security

Shahbay Munshey of Action Lock & Security presented a quote for review for upgrades in the building.

APPROVAL OF COUNCIL MEETING MINUTES

It was moved/ seconded to approve the Minutes of the Council Meeting held on June 24, 2009. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

It was moved/seconded to approve the May 2009 financial statements. CARRIED.

The new Treasurer will be meeting with the accounting department at Crosby Property Management shortly for a tutorial.

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

REPORT ON LITIGATION

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

BUSINESS ARISING FROM THE ANNUAL GENERAL MEETING

1. Sue Matthews handed over the fire safety manuals from Intracorp, the Developer to the Strata Council. Council will find a safe site for storage of such materials in the building.

2. Common Area Deficiencies

Sue Matthews has already been receiving phone calls from owners. She suggested that Council start accumulating data to send to the developer. Crosby Property Management cannot identify deficiency items because of liabilities, but there will be a warranty specialist at Crosby who can assist Council to compile a list of deficiencies to present to the developer and the warranty provider. Geoff Dzikowski, a member of the Strata Council, volunteered to be part of the Deficiency Committee. They will also need volunteers from the owner base to join this committee. Owners should note that they need to go to Intracorp directly about any deficiencies in their suites.

3. Security Issues

John Mathers of the Council volunteered to Chair the Security Committee. There are also two more members of the owner base who have shown interest in joining this committee.

4. Bylaws and Rules

Discussion on this was tabled until the next meeting.

BUSINESS ARISING FROM THE PREVIOUS MEETING

1. Agency Agreement

Discussion on this was tabled until the next meeting.

2. Recent Issues in the Parkade

Council is awaiting quotes from Action Lock and Style Pro in regards to fixing the bike locker. They will make a decision upon receipt of all quotes.

3. Visitor Parking

The Property Manager has been receiving numerous questions regarding visitor parking. There are six visitor stalls and one is designated for car washing. Council will create a parking pass for visitors. This will also be addressed in the Rules discussion at the next meeting.

CORRESPONDENCE

1. A noise complaint was addressed.

Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on July 9, 2009

2. An owner requested permission to do some renovations in-suite. This was approved by Council. The owner will be required to sign an indemnity agreement.
3. Another owner requested permission to do extensive renovations. Council will need to investigate the matter and will get back to them.
4. A complaint was lodged about damage that was caused when a resident moved in. The Property Manager will obtain quotes for repairs.
5. An owner informed the Council the 7th floor elevator button was broken. This has since been repaired. He also suggested that structural stoppers be put on the cement corners to prevent skaters and bikers from using an exterior set of steps as a jump.
The Council believes this is City property and the Property Manager will look into whether or not it is and what can be done. The owner also wrote in complaining of poor ventilation in the lobby and amenity room. Council will approach Intracorp about this and see if anything can be done. This will be added to the deficiency list.
Please also note that owners should inform Council if they still have blue tape on their windows. Another window cleaning will be done and if there is any blue tape still on the windows from the construction, Council should be notified so they can tell Intracorp.
6. A complaint was lodged about water sloshing over balconies. This may be an issue with the scupper drains, Council will investigate further as a potential deficiency.
7. An owner requested permission to remove the fireplace from his suite. This does not involve shutting off the gas and it can be reinstated later if desired. The Council approved this, with the assurance that the owner will sign an indemnity agreement. The procedure the owner will have to go through in order to do this renovation will set the precedent for any future owners wanting to do the same alteration.
Please note that any owners wishing to remove their fireplaces or do any other renovations must write to Council to receive written permission first.
8. Notification was received about the recent garage break in. This has already been followed up by Council.
9. A complaint was received from across the lane about the garage door noise. This will hopefully be reduced by the installing trade.
10. An owner called to ask about what people should do if they see somebody sneaking in through the garage door gate. Council advises that owners to call the police.
11. An owner requested that the total body machine in the gym be moved:
 - a) To prevent cracking the mirror
 - b) Because certain functions can not be accessed at its particular spot right now. Council will call out Tower, the gym maintenance company, to remedy the situation.Please note that they have already fixed the TV on the treadmill.
12. An owner enquired about the amount of fobs per unit allowed. Council responded that there is no limit and that they can be purchased for \$100 each. If any are lost or stolen please notify the Property Manager as the fob can be deleted from the system.
13. Please note that the policy in the building is to tow vehicles that are wrongly parked in the parkade.

NEW BUSINESS

1. Flood Damage

Crawford Adjusters were called in to assess flood damage in a suite. Quotes for repair are on order. A strata insurance policy claim will be filed for this incident.

2. Maintenance Contract and Elevator

The Property Manager suggested that Council remain with Thyssen Krupp because they are the installing contractor for the elevator. The Property Manager will speak to them to try and negotiate a lower price.

3. Fire Protection

The quote from Hydro Works Contracting Ltd. for annual fire safety inspection and maintenance was reviewed. Council accepted it.


4. Gym Maintenance

A quote from Tower Fitness Equipment and Services Incorporated was reviewed and accepted by Council.

5. Amenity Room Booking

It was noted that no one has contacted Council about booking the room recently. Council will shortly be putting a waiver in place for anyone wishing to book the room, as well as a refundable damage deposit requirement. A liquor licence will also be mandatory for anybody wishing to serve alcohol in the premises. Rules for the use of the room will be adopted shortly and posted for residents.

There being no further business, it was moved/seconded to adjourn the meeting at 10:04 p.m. Council President, Larry Raskin, was congratulated for all his hard work.


Donna Chamberlain
Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office # (604) 683-8900 (24 Hours)
www.crosbypm.com

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.

**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 3321
CAMERA**

Held on Tuesday, July 21, 2009 at 6:45 pm.
Within the Amenity Room
at 1675 W. 8th Avenue Vancouver, B.C.

COUNCIL IN ATTENDANCE:	Larry Raskin	President
	Kathryn Bull	Treasurer
	John Mathers	Secretary
	Lynn Kelly	
	Mike Tang	
REGRETS:	Martin Lampa	Vice President
	Geoff Dzikowski	
PROPERTY MANAGER:	Derrin Geisheimer	Crosby Property Management Ltd.

The meeting was called to order at 6:45 pm.

BUSINESS ARISING

Security Upgrade

Council discussed the security upgrades proposed by Action Lock and Accurate Lock.

Council and management have reviewed the site with both contractors. A number of areas need to be upgraded to prevent further break-ins. The Council proposed a figure of \$30,000 to complete these upgrades.

A motion was put forth that a Special General Meeting be held and BCS 3321 Camera be authorized to expend a sum of money not exceeding \$30,000 for the purpose of a security hardware upgrade to the building. This expenditure proposed would be funded by a special levy assessed to the owners in proportion to their unit entitlement of their respective strata lots.

It was moved/seconded and CARRIED with 5 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED.

Two council members that were not present were contacted. Both members were in favour of the proposed Resolution.

Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on July 21, 2009

Council has placed a bulletin board in the mailroom for improved communication. Council will post notices on the board and residents are encouraged to check it regularly.

There being no further business, it was moved/seconded to adjourn the meeting at 7:00 p.m. Next meeting date to be announced.



Derrin Geisheimer
Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office # (604) 683-8900 (24 Hours)
www.crosbypm.com

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.



July 27, 2009

TO ALL OWNERS
STRATA PLAN BCS 3321
CAMERA
VANCOUVER, B.C.

Dear Owner:

RE: SPECIAL GENERAL MEETING

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

We wish to take this opportunity to remind you that your bylaws may state **no owner is entitled to vote at a General Meeting unless all strata fees have been paid in full**. You would then need to ensure that your account is up-to-date, as no payment can be made at the actual time of the meeting, unless in the form of a cheque.

If you are unable to attend this meeting, please complete the attached Proxy Form and forward it to a representative of your choice who will be attending the meeting, thereby enabling your representative to vote on your behalf. We encourage all owners to be represented at this meeting.

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

Yours truly,

CROSBY PROPERTY MANAGEMENT LTD.
Agent for the Owners

Derrin Geisheimer
Property Manager
DG/tl

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TO ALL OWNERS
STRATA PLAN BCS 3321
CAMERA
VANCOUVER, B.C.

NOTICE OF THE SPECIAL GENERAL MEETING

DATE: Wednesday, August 19, 2009

TIME: 7:00 pm - Registration commences at 6:30 pm

PLACE: 1675 West 8th Avenue – Amenity Room
Vancouver, B.C.

AGENDA:

1. The Chairperson calls the meeting to order at 7:00 pm.
2. Calling of the roll and certification of proxies.
3. Proof of Notice of Meeting or waiver of notice.
4. Approval of the Minutes of the Annual General Meeting held on June 1, 2009 (as previously circulated).
5. Consideration of Resolution "A" 3/4 VOTE - Security hardware upgrade - \$30,000.00 (attached).
6. Adjournment.

**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 3321
CAMERA**

Held on Tuesday, July 21, 2009 at 6:45 pm.
Within the Amenity Room
at 1675 W. 8th Avenue Vancouver, B.C.

COUNCIL IN ATTENDANCE:	Larry Raskin	President
	Kathryn Bull	Treasurer
	John Mathers	Secretary
	Lynn Kelly	
	Mike Tang	
REGRETS:	Martin Lampa	Vice President
	Geoff Dzikowski	
PROPERTY MANAGER:	Derrin Geisheimer	Crosby Property Management Ltd.

The meeting was called to order at 6:45 pm.

BUSINESS ARISING

Security Upgrade

Council discussed the security upgrades proposed by Action Lock and Accurate Lock.

Council and management have reviewed the site with both contractors. A number of areas need to be upgraded to prevent further break-ins. The Council proposed a figure of \$30,000 to complete these upgrades.

A motion was put forth that a Special General Meeting be held and BCS 3321 Camera be authorized to expend a sum of money not exceeding \$30,000 for the purpose of a security hardware upgrade to the building. This expenditure proposed would be funded by a special levy assessed to the owners in proportion to their unit entitlement of their respective strata lots.

It was moved/seconded and CARRIED with 5 IN FAVOUR, 0 OPPOSED, 0 ABSTAINED.

Two council members that were not present were contacted. Both members were in favour of the proposed Resolution.

Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on July 21, 2009

Council has placed a bulletin board in the mailroom for improved communication. Council will post notices on the board and residents are encouraged to check it regularly.

There being no further business, it was moved/seconded to adjourn the meeting at 7:00 p.m. Next meeting date to be announced.



Derrin Geisheimer
Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office # (604) 683-8900 (24 Hours)
www.crosbypm.com

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.

**STRATA PLAN BCS 3321
RESOLUTION "A" 3/4 VOTE
(Security hardware upgrade)**

This Section Applies Only To Owners Currently Paying by Pre-authorized Debit (PAD) Plan (Optional)

Type of use: Individual _____ Business _____ (Please check)

Name of Owner(s): _____ Strata Plan & Strata Lot: _____

Address of Strata Lot: _____

City/Town: _____ Province: _____ Postal Code: _____

Phone Number: (Res.) _____ (Bus.) _____ (Cell) _____

As an added security feature, please choose a personal password that you will provide when accessing account information by telephone -up to 10 letters (suggest mother's maiden name) _____

BANK ACCOUNT INFORMATION

(PLEASE USE THE SAME BANK ACCOUNT AS FOR MONTHLY FEES DEBIT)

Deposit Account Number:	Branch Transit Number:	Financial Institution Number:

Financial Institution: Name _____

Branch Address _____

The special levy amount(s) will be debited in accordance to the fee schedule approved by SGM held on August 19, 2009. I/We hereby authorize Crosby Property Management Ltd. to debit my / our bank account for the amount of the above special levy no earlier than the due date.

Date

Owner's Signature

When the form is complete, mail, fax or email to:

Crosby Property Management Ltd.

600 - 777 Hornby Street, Vancouver, B.C., V6Z 1S4

Tel: 604-683-8900 Fax: 604-689-4829

Email: crosby@crosbypm.com

PLEASE NOTE THAT THIS FORM MUST BE RECEIVED IN OUR OFFICES NO LATER THAN THE 20TH OF THE MONTH TO BE EFFECTIVE ON THE 1ST OF THE FOLLOWING MONTH

**BCS 3321 - CAMERA
RESOLUTION "A", 3/4 VOTE
FEES SCHEDULE - \$30,000.00
SECURITY HARDWARE UPGRADE**

<u>Strata</u> <u>Lot #</u>	<u>Unit Address</u>	<u>Unit</u> <u>Entitlements</u>	<u>One Time</u> <u>Payment</u>
1	#107 - 1675 West 8th Avenue	104	386.38
2	#104 - 1675 West 8th Avenue	101	375.23
3	#105 - 1675 West 8th Avenue	118	438.39
4	2380 Pine Street	147	546.13
5	2370 Pine Street	147	546.13
6	2360 Pine Street	150	557.28
7	#101 - 1675 West 8th Avenue	132	490.40
8	#102 - 1675 West 8th Avenue	67	248.92
9	#103 - 1675 West 8th Avenue	64	237.77
10	#106 - 1675 West 8th Avenue	93	345.51
11	1663 West 8th Avenue	149	553.56
12	1665 West 8th Avenue	148	549.85
13	1667 West 8th Avenue	116	430.96
14	1669 West 8th Avenue	106	393.81
15	1681 West 8th Avenue	103	382.66
16	1683 West 8th Avenue	119	442.11
17	1685 West 8th Avenue	129	479.26
18	1687 West 8th Avenue	129	479.26
19	1689 West 8th Avenue	129	479.26
20	#202 - 1675 West 8th Avenue	82	304.64
21	#203 - 1675 West 8th Avenue	67	248.92
22	#204 - 1675 West 8th Avenue	102	378.95
23	#201 - 1675 West 8th Avenue	103	382.66
24	#306 - 1675 West 8th Avenue	99	367.80
25	#307 - 1675 West 8th Avenue	115	427.24
26	#308 - 1675 West 8th Avenue	97	360.37
27	#309 - 1675 West 8th Avenue	99	367.80
28	#301 - 1675 West 8th Avenue	99	367.80
29	#302 - 1675 West 8th Avenue	108	401.24
30	#303 - 1675 West 8th Avenue	100	371.52
31	#304 - 1675 West 8th Avenue	61	226.63
32	#305 - 1675 West 8th Avenue	58	215.48
33	#406 - 1675 West 8th Avenue	99	367.80
34	#407 - 1675 West 8th Avenue	115	427.24
35	#408 - 1675 West 8th Avenue	97	360.37
36	#409 - 1675 West 8th Avenue	98	364.09
37	#401 - 1675 West 8th Avenue	99	367.80
38	#402 - 1675 West 8th Avenue	108	401.24
39	#403 - 1675 West 8th Avenue	101	375.23
40	#404 - 1675 West 8th Avenue	61	226.63
41	#405 - 1675 West 8th Avenue	58	215.48
42	#506 - 1675 West 8th Avenue	99	367.80
43	#507 - 1675 West 8th Avenue	115	427.24
44	#508 - 1675 West 8th Avenue	97	360.37
45	#509 - 1675 West 8th Avenue	99	367.80
46	#501 - 1675 West 8th Avenue	99	367.80
47	#502 - 1675 West 8th Avenue	108	401.24
48	#503 - 1675 West 8th Avenue	100	371.52
49	#504 - 1675 West 8th Avenue	61	226.63
50	#505 - 1675 West 8th Avenue	58	215.48
51	#606 - 1675 West 8th Avenue	99	367.80
52	#607 - 1675 West 8th Avenue	115	427.24

**BCS 3321 - CAMERA
RESOLUTION "A", 3/4 VOTE
FEES SCHEDULE - \$30,000.00
SECURITY HARDWARE UPGRADE**

<u>Strata Lot #</u>	<u>Unit Address</u>	<u>Unit Entitlements</u>	<u>One Time Payment</u>
53	#608 - 1675 West 8th Avenue	97	360.37
54	#609 - 1675 West 8th Avenue	99	367.80
55	#601 - 1675 West 8th Avenue	99	367.80
56	#602 - 1675 West 8th Avenue	108	401.24
57	#603 - 1675 West 8th Avenue	100	371.52
58	#604 - 1675 West 8th Avenue	61	226.63
59	#605 - 1675 West 8th Avenue	58	215.48
60	#706 - 1675 West 8th Avenue	99	367.80
61	#707 - 1675 West 8th Avenue	115	427.24
62	#708 - 1675 West 8th Avenue	97	360.37
63	#709 - 1675 West 8th Avenue	99	367.80
64	#701 - 1675 West 8th Avenue	99	367.80
65	#702 - 1675 West 8th Avenue	108	401.24
66	#703 - 1675 West 8th Avenue	100	371.52
67	#704 - 1675 West 8th Avenue	61	226.63
68	#705 - 1675 West 8th Avenue	58	215.48
69	#802 - 1675 West 8th Avenue	133	494.12
70	#803 - 1675 West 8th Avenue	158	587.00
71	#801 - 1675 West 8th Avenue	131	486.69
72	#902 - 1675 West 8th Avenue	133	494.12
73	#903 - 1675 West 8th Avenue	158	587.00
74	#901 - 1675 West 8th Avenue	131	486.69
75	#1002 - 1675 West 8th Avenue	140	520.12
76	#1003 - 1675 West 8th Avenue	168	624.15
77	#1001 - 1675 West 8th Avenue	138	512.69
Total =		8,075	30,000.02

PROXY

I/We _____ [name(s)], the owner(s)/ tenant(s)/ mortgagee of
strata lot _____ of Owners Strata Plan BCS 3321

Address _____

hereby appoint _____

and failing him/her _____ President of the Strata Council

to be my/our proxy to vote at their discretion, unless indicated below, for me/us on my/our behalf at the Special General Meeting of the Owners Strata Plan BCS 3321 to be held on August 19, 2009 at 7:00 pm, or at any adjournment thereof. Should any amendment(s) to a Resolution indicated below be put forth at the meeting noted above, the appointed proxy holder may vote at their discretion.

OWNER'S SIGNATURE

Resolution

IN FAVOUR

OPPOSED

A: Security hardware upgrade

☐☐

RESOLUTION "A" 3/4 VOTE
SECURITY HARDWARE UPGRADE

Be it Resolved that the Owners, Strata Corporation BCS 3321, Camera be authorized to expend a sum of money not exceeding \$30,000.00 for the purpose of a security hardware upgrade to the building. This expenditure will be funded by a special levy assessed to the owners in proportion to the unit entitlement of their respective strata lots (schedule attached).

This special levy is due and payable in full immediately upon passage of this Resolution by the owners of record on the date of passage.

Pursuant to Section 108.5 and 108.6 of the Strata Property Act, if any owner is entitled to receive a refund of over \$100.00 from any unused portion of this special levy, a refund will be issued to the current owner(s) at the time of the refund. In the event of a sale, strata lot owners are responsible to make their own private arrangements with the purchaser with regards to the disposition of any refund.

Any special levy outstanding after October 1, 2009 shall be assessed a fine of \$50.00 and a subsequent fine on the first of each month following until paid in full.

The Strata Corporation may, under Section 116 (1) of the Strata Property Act, register a Certificate of Lien against the owner's strata lot for any unpaid special levy.

RESOLUTION "A" 3/4 VOTE
SECURITY HARDWARE UPGRADE

Preamble:

The recent parkade break-in is evidence that security in Camera is not adequate. The police attending after the break-in and an evaluation from a security expert confirmed that our building is ripe for another break-in.

Our concern is that the next break-in will result in far worse damage to owners than the theft in the bike lockers. In our current state, it is not IF but WHEN the next break-in will occur. The Strata Council has taken a proactive position to this situation and unanimously agree that it is critical to increase our security measures.

We have received quotes for improved perimeter security (doors, windows, gates) as well as upgrades to door handles and locks to the bicycle storage rooms, and feel that this one-time expenditure is fair and extremely necessary at this time.

Your Strata Council
BCS 3321 - Camera

**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 3321
CAMERA**

Held on Wednesday, August 12, 2009
Within 1675 West 8th Avenue – Amenity Room
Vancouver, B.C.

COUNCIL IN ATTENDANCE:

Larry Raskin President
Martin Lampa Vice-President
Kathryn Bull Treasurer
John Mathers Secretary
Lynn Kelly
Mike Tang (joined meeting at 7:30 PM)

REGRETS:

Geoff Dzikowski

The meeting was called to order at 7:05 pm by Larry Raskin, Council President.

1. Security

Council reviewed and accepted the recommendations of the Security Committee. It also accepted the advice of Canadian Doormaster not to reprogram the parking garage gates so that one would not open until the other was closed. Council will reconsider this option if residents do not wait for the gate behind the car to close before opening the one in front of the car. Planning and approach for the 19 August 2009 SGM were discussed.

2. Deficiencies

Geoff Dzikowski has set up an email account to track all building deficiencies. Owners are asked to review the notice placed in the lobby and report any building deficiencies to: camera1675w8@gmail.com

Council agreed that ventilation of the lobby is a high priority deficiency and should be reported to Intracorp now. The Security Committee raised the issue of whether all doors from the fire exits to residential floors should be locked except for floors 5 and 9 which are labelled as crossover floors. There was discussion as to whether this was a fire-code issue and Council agreed to add this item to the deficiency list and see how Intracorp responds. The concern about scupper drains affecting other owners was discussed and Council decided to examine whether this is a deficiency or a rules issue. Regarding effervescence showing in the garage walls, Council decided to ask Crosby Property Management to arrange for an assessment of this concern. Finally, Council agreed that address panels need to be properly secured to suite doors and will identify this as a deficiency.

3. Rules Committee

Council established a Rules Committee chaired by Martin Lampa with Lynn Kelly as a member. The Committee will consider what rules may be required to address ongoing concerns. The first task of the Committee will be to examine storage of personal items in the parking garage and stairwells.

Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on August 12, 2009

4. Contracts

The response from ThyssenKrupp to issues raised by Council about the maintenance contract was reviewed. Council decided to seek a competitive quote and also to determine what affect going with another contractor would have on the elevator warranty. Council will also review the janitorial contract to determine if it includes cleaning of the parking garage.

5. Other business

Council decided to leave the pads in the elevators until repairs to water damage in Suite 202 are completed. It also agreed to leave the carpets leading from the front entrance door and in front of the elevators permanently in place but to remove the carpet in the mail room as it interferes with the operation of the door to adjacent suites.

Council wishes to remind owners that the visitor parking stalls are reserved for visitors only. Visitors should place a sign on the dashboard indicating what suite they are visiting. If this procedure does not work Council will consider other options.

Owners should be aware that small fobs which operate the entrance doors only but not the parking gates are available for purchase at a cost of \$50.00 per fob. Requests to purchase a fob and payment should be made to Crosby Property Management. Fobs will be issued by Council once Crosby confirms payment has been received.

Council has received a video from Intracorp showing maintenance requirements for the major building systems. Council will provide Crosby with a copy and ask it to identify how these maintenance activities will be carried out.

An owner requested permission to undertake minor renovations to the balcony area. This was approved by Council subject to conditions.

The meeting adjourned at 8:45 PM following which Council members were given a demonstration of how to program names into the enterphone display.

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.

**MINUTES
OF THE SPECIAL GENERAL MEETING
THE OWNERS STRATA PLAN BCS 3321
CAMERA**

Held on Wednesday, August 19, 2009
Within 1675 West 8th Avenue – Amenity Room
Vancouver, B.C.

The meeting was called to order at 7:05 pm by Larry Raskin, Council President.

Crosby Property Management Ltd. was represented by Derrin Geisheimer, Property Manager.

CALLING THE ROLL AND CERTIFICATION OF PROXIES

The attendance register confirmed at the time of commencement of the meeting there were 25 eligible voters in attendance and 20 represented by proxy for a total of 45. The quorum requirements had been achieved, and the meeting proceeded.

PROOF OF NOTICE

It was moved/seconded that the notice dated July 27, 2009 complied with the notice requirements. CARRIED.

APPROVAL OF GENERAL MEETING MINUTES

It was moved/seconded to approve the Minutes of the Annual General Meeting held June 1, 2009 as circulated. CARRIED.

COUNCIL PRESIDENT REPORT ON SECURITY

The Council President, Larry Raskin gave an overview of the security issues in the building by providing a history and cost breakdown of work done and proposed upgrades.

The President advised the owners that a request had been sent to Intracorp for a contribution to the proposed security upgrade. He advised that Council had received a response from Intracorp stating that they would provide a one time contribution in the amount of \$10,000 for upgrades to the base building. This money to be used to reduce the proposed special assessment tonight.

CONSIDERATION OF RESOLUTION "A" 3/4 VOTE

It was moved/seconded to approve Resolution "A" as follows:

Preamble:

The recent parkade break-in is evidence that security in Camera is not adequate. The police attending after the break-in and an evaluation from a security expert confirmed that our building is ripe for another break-in. Our concern is that the next break-in will result in far worse damage to owners than the theft in the bike lockers.

**Minutes of the Special General Meeting
The Owners Strata Plan BCS 3321
Held on August 19, 2009**

In our current state, it is not IF but WHEN the next break-in will occur. The Strata Council has taken a proactive position to this situation and unanimously agree that it is critical to increase our security measures. We have received quotes for improved perimeter security (doors, windows, gates) as well as upgrades to door handles and locks to the bicycle storage rooms, and feel that this one-time expenditure is fair and extremely necessary at this time.

SECURITY HARDWARE UPGRADE

Be it Resolved that the Owners, Strata Corporation BCS 3321, Camera be authorized to expend a sum of money not exceeding \$30,000.00 for the purpose of a security hardware upgrade to the building. This expenditure will be funded by a special levy assessed to the owners in proportion to the unit entitlement of their respective strata lots (schedule attached).

This special levy is due and payable in full immediately upon passage of this Resolution by the owners of record on the date of passage.

Pursuant to Section 108.5 and 108.6 of the Strata Property Act, if any owner is entitled to receive a refund of over \$100.00 from any unused portion of this special levy, a refund will be issued to the current owner(s) at the time of the refund. In the event of a sale, strata lot owners are responsible to make their own private arrangements with the purchaser with regards to the disposition of any refund.

Any special levy outstanding after October 1, 2009 shall be assessed a fine of \$50.00 and a subsequent fine on the first of each month following until paid in full.

The Strata Corporation may, under Section 116 (1) of the Strata Property Act, register a Certificate of Lien against the owner's strata lot for any unpaid special levy.

Discussion

1. A number of owners requested that council do further research on break-ins at new buildings and if the developer provided funds for upgrades to the base building.
2. An owner expressed a concern about the quotes received on the proposed work and Council was asked to obtain an additional quote.

It was moved/seconded to AMEND Resolution "A" as follows:

SECURITY HARDWARE UPGRADE

*Be it Resolved that the Owners, Strata Corporation BCS 3321, Camera be authorized to expend a sum of money not exceeding **\$20,000.00** for the purpose of a security hardware upgrade to the building. This expenditure will be funded by a special levy assessed to the owners in proportion to the unit entitlement of their respective strata lots (schedule attached).*

In addition a \$10,000.00 contribution received from Intracorp Camera Development Limited Partnership be authorized to be used for security hardware upgrades.

This special levy is due and payable in full immediately upon passage of this Resolution by the owners of record on the date of passage.

Pursuant to Section 108.5 and 108.6 of the Strata Property Act, if any owner is entitled to receive a refund of over \$100.00 from any unused portion of this special levy, a refund will be issued to the current owner(s) at the time of the refund. In the event of a sale, strata lot owners are responsible to make their own private arrangements with the purchaser with regards to the disposition of any refund.

Any special levy outstanding after October 1, 2009 shall be assessed a fine of \$50.00 and a subsequent fine on the first of each month following until paid in full.

The Strata Corporation may, under Section 116 (1) of the Strata Property Act, register a Certificate of Lien against the owner's strata lot for any unpaid special levy.

**Minutes of the Special General Meeting
The Owners Strata Plan BCS 3321
Held on August 19, 2009**

Following the discussion the Chairperson called for the vote on the amendment, the result being 41 IN FAVOUR, 4 OPPOSED and 0 ABSTAINED. **CARRIED.**

The Chairperson called for the vote on the Amended Resolution, the result being 41 IN FAVOUR, 4 OPPOSED and 0 ABSTAINED. **CARRIED.**

There being no further business, the meeting was adjourned at 7:48 pm.



Derrin Gelsheimer
Property Manager
CROSBY PROPERTY MANAGEMENT LTD.
General Office #(604) 683-8900
www.crosbypm.com

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.

**BCS 3321 - CAMERA
RESOLUTION "A", 3/4 VOTE
FEES SCHEDULE - \$20,000.00
SECURITY HARDWARE UPGRADE**

<u>Strata Lot #</u>	<u>Unit Address</u>	<u>Unit Entitlements</u>	<u>One Time Payment</u>
53	#608 - 1675 West 8th Avenue	97	240.25
54	#609 - 1675 West 8th Avenue	99	245.20
55	#601 - 1675 West 8th Avenue	99	245.20
56	#602 - 1675 West 8th Avenue	108	267.49
57	#603 - 1675 West 8th Avenue	100	247.68
58	#604 - 1675 West 8th Avenue	61	151.08
59	#605 - 1675 West 8th Avenue	58	143.65
60	#706 - 1675 West 8th Avenue	99	245.20
61	#707 - 1675 West 8th Avenue	115	284.83
62	#708 - 1675 West 8th Avenue	97	240.25
63	#709 - 1675 West 8th Avenue	99	245.20
64	#701 - 1675 West 8th Avenue	99	245.20
65	#702 - 1675 West 8th Avenue	108	267.49
66	#703 - 1675 West 8th Avenue	100	247.68
67	#704 - 1675 West 8th Avenue	61	151.08
68	#705 - 1675 West 8th Avenue	58	143.65
69	#802 - 1675 West 8th Avenue	133	329.41
70	#803 - 1675 West 8th Avenue	158	391.33
71	#801 - 1675 West 8th Avenue	131	324.46
72	#902 - 1675 West 8th Avenue	133	329.41
73	#903 - 1675 West 8th Avenue	158	391.33
74	#901 - 1675 West 8th Avenue	131	324.46
75	#1002 - 1675 West 8th Avenue	140	346.75
76	#1003 - 1675 West 8th Avenue	168	416.10
77	#1001 - 1675 West 8th Avenue	138	341.80
Total =		8,075	\$ 19,999.94

REMINDERS

The Strata Council would like to remind all residents/owners of the following:

- Any owner wishing to make changes to the interior or exterior of their unit (doors, gates, hardware, etc.) must first submit a request to the Strata Council through Crosby Property Management.
- Any owners/residents wishing to book the Amenity Room should send an email request to noniraskin@shaw.ca.
- Anyone using the Exercise Room before 9:00 am and after 9:00 pm should be considerate of the residents living below. Please take extra care not to bang the weight stacks down on the multi-gym machine. As well, please be careful not to drop anything on the belt of the treadmill. A set of keys accidentally got jammed in between the belt and the frame and the belt had to be replaced.
- The pads in the elevators are being left up until the work in unit 202 is completed.
- Please remember to wait until the garage gate behind you is closed before opening the one in front of you. When leaving the garage please wait in the lane and make sure the gate closes behind you.
- The enterphone system works at both the front door and garage lane by pressing #9 on your phone to allow your visitor to enter.
- Please report any fob problems or make fob requests to Crosby Property Management. Additional fobs are available for purchase – a fob with garage gate buttons is \$100, and a smaller fob without garage gate buttons is \$50.
- Please report any building deficiencies you notice to the following email: camera1675w8@gmail.com and council will compile a list to present to Intracorp.

**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 3321 - CAMERA**

Held on Wednesday, September 14, 2009
Within 1675 West 8th Avenue – Amenity Room
Vancouver, B.C.

COUNCIL IN ATTENDANCE:	Larry Raskin	President
	Martin Lampa	Vice-President
	Kathryn Bull	Treasurer
	John Mathers	Secretary
	Geoff Dzikowski	
	Lynn Kelly	
	Mike Tang	

The meeting was called to order at 7:30 pm by Larry Raskin, Council President. Minutes of the August 12, 2009 Council Meeting and August 19, 2009 Special General Meeting (SGM) were approved.

Financial Statements

Kathryn Bull presented an overview of the July and August financial statements. In general expenditures are within budget although several items (e.g. janitorial services, elevator maintenance) will likely be higher than forecast. Hopefully this will be offset by under expenditures in other areas (e.g. maintenance and repairs).

It was noted that most owners had yet to pay the special assessment for Security Hardware Upgrades. Owners are reminded that payments for the special assessment are now due. Regarding overdue strata fees, Larry Raskin will discuss with Crosby Property Management (Crosby) to ensure that there is follow-up with owners on this.

Business Arising from SGM

As recommended at the SGM, Council obtained a quote for security upgrades from Nikls One Call. Since Nikls quote did not represent any price advantage and missed several important items, Council decided to proceed with quotes from Action Lock & Security and Canadian Doormaster. John Mathers presented a consolidated list of proposed security upgrades with an estimated cost of about \$23,000. Council approved proceeding with these upgrades. Crosby will be asked to arrange with Action and Doormaster to review the final requirements and to proceed with the work. Finally, after further research Council is satisfied that the \$10,000 contribution from Intracorp is adequate and meets or exceeds industry norms.

Business Arising from Previous Meeting

1. Deficiency Committee

Geoff Dzikowski reported that the first meeting of the deficiency committee was held on September 9, 2009 and that he has agreed to chair the committee. A preliminary list of deficiencies has been prepared and will be circulated to the committee and Council for review. The list will be provided to Crosby who will liaise with Intracorp on addressing these items. The committee will do a walk-through of the building to identify any additional deficiencies and add them to the list. Owners are again encouraged to send any common area deficiencies to: camera1675w8@gmail.com.

Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on September 14, 2009

2. Rules Committee

Martin Lampa reported that he had consulted an Assistant Fire Chief about storage of items in the parking garage. He was told that for fire safety reasons only motor vehicles can be kept in the parking garage. **Owners are therefore requested to remove all items stored in the parking garage including in the private garage stalls.** Further, owners are reminded that no personal property is to be kept in common areas such as stairwells.

The rules committee will meet on September 24, 2009 to review a set of generic rules provided by Crosby and will determine which are appropriate for Camera. It will also walk through the building to identify specific concerns. The rules committee will also consider the issue of scupper drains affecting other units.

Rules will include visitor parking. **In the meantime, owners are reminded that this parking is for short-term visitors only and not for residents.** As a courtesy, visitors should place a note on the dashboard indicating the suite number they are visiting. A sign with note paper and pen has been posted in the visitor parking area.

3. Contracts

Prior to the meeting several Council members met with Geoff Calvert from Thyssenkrupp Elevator to discuss the proposed maintenance agreement. Council decided to proceed with a 25-year agreement with Thyssenkrupp which freezes costs for three years and after that caps increases at 5%/annum. To protect both parties the agreement contains a dispute resolution / cancellation clause.

Crosby has provided Council with various maintenance contracts for review including; snow removal, dryer vent cleaning, mechanical systems, fire security and emergency power system. Council members agreed to provide comments to Larry Raskin who will forward them to Crosby.

Correspondence

Council received a proposal from Irene & Jim Sam to hold a cocktail party for residents in the Amenity Room from 6 – 8 PM on Sunday, September 27, 2009. Further details are posted on the bulletin board and the Amenity Room door.

A request to modify the fireplace surround in the interior of a unit was received and approved.

An owner raised concerns about emissions from a dryer vent that exhausts on their balcony. Since dryer venting is an integral part of the building and cannot be modified, Council decided that any specific concerns be resolved between neighbours.

Whereas some name has been programmed into the lane enterphone, Council decided that there was no need to program additional names unless specifically requested by owners. If owners have guests that need to use the visitor parking they can provide the access code in advance or meet the guests at the parking garage. Requests to change entries on the front door enterphone and/or to have a name added to the lane enterphone should be made to Crosby who will forward the request to Council. Reminder: Press 9 on your phone after receiving a call from either enterphone to allow access.

A request was received to add suite numbers to the doors of suites facing the lane. Council decided to add this to the deficiency list.

**Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on September 14, 2009**

New Business

Several owners have raised concerns about skateboarders using and damaging the southwest corner of the property. An owner has offered to install a granite strip at the east side of the wall to prevent skateboarder's access. This is the most cost effective solution and Council agreed to try this as a first step.

In response to concerns about landscaping in front of two townhouses Crosby had Para Space Landscaping prepare quotes. Council decided that the concerns represent deficiencies and added them to the deficiency list.

An owner requested permission to install additional greenery and an umbrella on a roof-top deck. Council is concerned about height restrictions and ensuring that the additional items are secure. Geoff Dzikowski agreed to investigate what limits to roof-top installations exist in other buildings and in the building code.

There being no further business the meeting adjourned at 9:30 PM. The next Council meeting will be held on October 21, 2009.

<p>Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.</p>
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**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 3321
CAMERA**

Held on Wednesday, October 21, 2009
Within 1675 West 8th Avenue – Amenity Room
Vancouver, B.C.

COUNCIL IN ATTENDANCE:	Larry Raskin	President
	Martin Lampa	Vice-President
	Kathryn Bull	Treasurer
	John Mathers	Secretary
	Geoff Dzikowski	
	Lynn Kelly	

REGRETS:	Mike Tang
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The meeting was called to order at 7:10 pm by Larry Raskin, Council President. Minutes of the September 14, 2009 Council Meeting were approved.

Business Arising from Previous Meeting

1. Deficiencies

An initial deficiency list has been provided to Intracorp. No formal response to the list has been received but Intracorp has started to address items on the list. Council agreed that it needed to monitor and review the work done by Intracorp. If there are deficiencies that are not resolved by Intracorp, Council will refer them to the warranty provider Travellers. Council continues to add items to the deficiency list and owners are reminded to submit any common area deficiencies to: camera1675w8@gmail.com.

2. Security Upgrades

John Mathers reported that the security upgrades are about 75% complete. He commented that the quality of the work and attention to detail by Action Lock has been excellent.

Owners are reminded that the special levy for security upgrades was due and payable upon passage of the resolution (August 19, 2009) and that a \$50.00 fine would be levied on levies outstanding after October 1, 2009. Since there was some confusion about the levy Council decided to waive the fine on overdue accounts as long as payment is received by November 1, 2009.

3. Rules Committee

The Rules Committee (Martin Lampa and Lynn Kelly) presented Council with an initial draft of rules for Camera based on those used in other comparable buildings. A second draft will be worked on to cross-reference the rules with existing bylaws. Since rules can be set by Council but bylaws can only be set by a vote of the owners, bylaws take precedence. Larry will provide updated rules for the Amenity Room to be incorporated in the second draft which will be reviewed by Council before the December meeting.

Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on October 21, 2009

Council noted that personal items are still being stored in the parking garage and other common areas. Owners are reminded that Bylaw 35(2) (c) states: *An owner, tenant or occupant of a strata lot will not store any personal items within the parking stall assigned or allocated to the strata lot.* **Owners are reminded to remove all personal items from the parking garage and other common areas.** The Rules Committee will inspect the building in this regard prior to the next meeting.

4. Updates

Larry provided Council with the following updates:

- A one-year contract has been let to Latham's for maintenance of mechanical and plumbing systems. Warranty work on the plumbing will still be performed by Galaxy Plumbing.
- A contract has been let for snow removal. Contracts for window washing and dryer vent cleaning will be left until the spring.
- University Sprinklers will turn off and drain the irrigation system including supplies to planter boxes. It will not be necessary for University to enter the suites which have planter boxes. Crosby will be asked to check with University about whether the planter boxes drain to the deck and/or scupper drains.
- A strip to prevent skateboarders from accessing the wall on the southwest corner of the building has been installed. Council thanks the owner who volunteered to do the work.
- Problems with occasional lack of hot water have been fixed by Galaxy Plumbing.
- Ongoing alarms on the Fire Alarm Enunciator Panel have hopefully been resolved.

5. Water Damage

On several occasions water damage has been done to suites by overflows of washing machines, toilets and sinks in adjacent suites. Repair of damage to other suites and common areas is covered by the strata corporation's insurance, however, the policy has a \$5,000.00 deductible. **Council agreed to adhere to the rule that states the owner of the suite responsible for the damage shall pay this deductible.** Owners are encouraged to check their individual insurance policies to see if this deductible would be covered by their insurance. **Finally, since water overflows in one suite can quickly damage other suites or common property owners are requested to report all leaks and overflows to Crosby immediately.**

Correspondence

An owner raised concerns about landscaping and the occasional odour of natural gas in level 1 of the parking garage. Council has already identified landscaping issues in the deficiency list, will review the status of the plantings in the spring and note any further deficiencies. Intracorp has checked on the natural gas odour and concluded that there is not a problem.

New Business

An owner proposed that a large screen television be installed in the Amenity Room. Council members expressed concerns about the cost, security of equipment and interference with other leisure activities in the room. The request was, therefore, not approved.

Council agreed to have Crosby arrange for the weight machine in the Exercise Room be moved so that the equipment can be used properly.

**Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on October 21, 2009**

To reduce costs and to be more environmentally friendly Council agreed to switch to electronic distribution of minutes, notices, etc. effective January 1, 2010. A hard copy of the material will be sent to any owner without access to e-mail. Owners are requested to please complete the enclosed Owner/Resident Information Sheet and return it to Crosby.

There being no further business the meeting adjourned at 9:40 PM. The next Council meeting will be held on December 16, 2009.

<p>Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.</p>
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**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 3321
CAMERA**

Held on Wednesday, December 16, 2009
Within 1675 West 8th Avenue – Amenity Room
Vancouver, B.C.

COUNCIL IN ATTENDANCE:	Larry Raskin	President
	Martin Lampa	Vice-President
	Kathryn Bull	Treasurer
	John Mathers	Secretary
	Geoff Dzikowski	
	Lynn Kelly	
	Mike Tang	

LICENSED STRATA AGENT:	Derrin Geisheimer	Crosby Property Management Ltd.
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The meeting was called to order at 7:08 pm by the Council President.

APPROVAL OF COUNCIL MEETING MINUTES

It was moved/seconded to approve the Minutes of the Council Meetings held July 21, August 12, September 14 and October 21, 2009 as circulated. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

It was moved/seconded to approve the June through November 2009 financial statements. CARRIED.

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

REPORT ON LITIGATION

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

DIRECTIVES

Council reviewed the Directives from the meeting on July 21, 2009. It was moved/seconded to approve the Directives of the July 21, 2009 meeting. CARRIED. The Council requested the Licensed Strata Agent to confirm how many Form K's are on file for the Strata Corporation.

BUSINESS ARISING FROM PREVIOUS MINUTES

1) Invoice – deductible chargeback(s).

The Licensed Strata Agent provided two copies of two invoices from Phoenix Restorations, one for a water damage deductible. The claim dated July 28, 2009 in the amount of \$5,000. The Council noted that they had discussed this item at a previous meeting and noted the deductible will be charged back to that strata lot owner.

The Licensed Strata Agent also provided an invoice for a deductible for a claim that was opened on October 15, 2009. The invoice deductible is in the amount of \$5,000 for toilet backup. The Licensed Strata Agent was advised to have this invoice charged back to the strata lot owner.

2) Action Security upgrades – invoice.

The Council member John Mathers advised the Licensed Strata Agent all security upgrade items that had been approved have been completed. After review of the invoices provided, the Council stated they were very satisfied with the work that Action Lock and Security completed and the upgrades should provide for a more secure living environment.

It was moved/seconded to approve the invoices from Action Lock and Security in the amount of \$20,029.11 including taxes, and an additional invoice in the amount of \$520.73 including taxes. CARRIED.

3) Gates – Canadian Doormaster

Council entered into a lengthy discussion in regards to the garages gates. It was noted that the Council is not satisfied with the services that Canadian Doormaster is providing. Council requested that the Licensed Strata Agent follow up with Canadian Doormaster for a quotation for repair of the gate, as an incident occurred on December 3, 2009 where the gate was hit by a vehicle entering the parkade area.

The individual driving the vehicle is a tenant in the building and Council noted that the tenant was not following the proper procedure for entering the parkade area.

**All residents are to wait for the first gate to go down (exterior gate).
Once that gate has closed, they are to press the button on the remote to open
the interior gate for access to the parkade area where residents park vehicles.**

The tenant explained to council president Larry Raskin immediately after the accident that he believes he pressed both outer gate and inner gate buttons from the lane – as he claimed he often does and therefore the inner gate was on the way down as he approached it. He did not notice it lowering and hit it with his windshield.

Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on December 16, 2009

The Licensed Strata Agent noted that he had received correspondence from ICBC (the claims adjuster will not be back until the new year). Once the claims adjuster returns from holidays, further discussions will take place about the costs associated with repairs to the gate or replacing it. The Licensed Strata Agent was also requested to obtain an additional quote for repair to the gate.

The Licensed Strata Agent also advised that he had been in contact with BFL Insurance to confirm whether an insurance claim can be opened for this incident that occurred on site. In the event that a claim is made, a deductible would be paid by the Strata Corporation and should the Strata Corporation find the tenant at fault, the deductible could be charged back to the strata lot owner, where the tenant resides.

It was agreed that Council would review the quotes for repair or replacement of the gate and make a decision on what action to take.

4) Landscape – general discussion/easement LMS 1501.

Council noted that they would wait until the new year to discuss landscaping. The Licensed Strata Agent advised that he had tried to contact the Strata Corporation about the easement between the two Strata Corporations. The Licensed Strata Agent had not received a return call from the Property Manager that manages LMS 1501.

Council is concerned with the cedar hedges that are dying along this easement area and would like to come to some kind of arrangement with the Strata Corporation that resides beside the Camera, for other alternatives.

5) Deficiencies.

It was noted that Intracorp has been on site attending to deficiencies that were forwarded to them in the fall of 2009. Council entered into a discussion in regards to parkade repairs that took place. Council noted that the repairs are unsatisfactory.

The Licensed Strata Agent noted that he had spoke with Bill Atherly, the representative from Intracorp on site, and that Intracorp would like to come back to site to do additional repairs to the parkade wall areas in the new year. The Licensed Strata Agent advised that this will be coordinated with Intracorp and notices will be posted so that vehicles can be removed, so repairs can be completed.

The Council also requested that the Licensed Strata Agent follow up with Kimberley Gabrielson at Intracorp to find out if the Strata Corporation will be receiving a letter stating what deficiencies have been completed and what deficiencies Intracorp feels are not part of the scope.

6) Rules Committee.

The Rules Committee had formulated the Rules package, which will be distributed in the future, once all Council members have had an opportunity to review the package proposed by the Rules Committee.

The Rules Committee noted that they will provide the Licensed Strata Agent with a copy of the Rules once they have been circulated to all Council members and approved.

**Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on December 16, 2009**

7) Information sheets.

At a previous meeting Council approved an information sheet that was circulated to all owners of the Strata Corporation and at this point, the Licensed Strata Agent advised that Crosby Property Management had received 42 information sheets. The Licensed Strata Agent advised that he would scan the information sheets and forward them to the Council President Larry Raskin.

Owners who have not completed information sheets are urged to do so. Contact information (email) will primarily be used for communication purposes (distribution of minutes, notices, etc.) and in the event of emergency.

8) Snow removal

The Licensed Strata Agent advised that Champion Window Cleaning and Pressure Washing had been contracted for snow removal for the 2009-2010 winter season. The Council noted that they would like to have snow removal done in the courtyard areas (along the walkways). The Licensed Strata Agent advised that he will confirm with Champion that this item will be attended to.

9) Window and dryer vent cleaning

The Licensed Strata Agent advised that he had obtained several quotations for window cleaning and dryer vent cleaning which will be discussed at a future meeting in the spring of 2010. A Council member noted that they had been in contact with Intracorp about the original window cleaning that took place. The Council member stated that Intracorp may come back and clean the windows that were not cleaned properly earlier this year.

A Council member also proposed that the parkade should be powerwashed at least once per year. A discussion took place and the Licensed Strata Agent advised that he could provide quotations in the spring for parkade cleaning.

CORRESPONDENCE

1) Parking assignment.

The Licensed Strata Agent provided a letter from a unit owner that would like to reassign a parking stall between two units that they own. Council noted that they have no objection to reassignment of a parking stall between two units as long as the owner is prepared to pay for all costs associated with the documents associated to reassign parking stalls.

2) Dog issues & permission to post a notice

A letter was sent in regarding dogs and owners not having dogs on leashes in the building.

<p>All dogs must be on leash when on common property areas of the Strata Corporation. And any common property areas soiled by pets must immediately be cleaned by the pet owner.</p>

Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on December 16, 2009

3) Cigarette butts, broken exit sign (deficiency)

A letter was received noting an item about cigarette butts and a broken exit sign. Council advised that smoking is a maintenance concern and that all residents should be aware of how to dispose of their cigarette butts properly. Council also noted that an exit sign had been broken for some time and is a deficiency and will be forwarded to Intracorp.

Cigarette butts should not be tossed from balconies or decks.
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4) Noise complaint

A letter was received from an owner in regards to a noise complaint. The Licensed Strata Agent had forwarded a letter to the owner in question causing a disturbance. A response letter from this owner noted that the fine should be reversed. After discussion, the noise complaint was consistent with what was reported by both unit owners and the fine will not be reversed.

5) Patio door security upgrade

The Council President provided correspondence requesting a patio door security upgrade. After discussion it was noted that it would not change the aesthetics of the exterior of the building. It was moved/seconded to approve the patio security upgrades. CARRIED.

6) Real estate agent request for notice/sign

Council noted that this is part of the Rules that will be put in place in the new year.

It was moved/seconded to approve that realtor signs can be displayed on the common property areas of the Strata Corporation. The type of display/sign is to be discussed further and will be approved and put in the Rules. CARRIED.

7) Garbage.

The Licensed Strata Agent provided a letter noting that a resident is placing garbage in the common hallway area. After discussion the Council requested that Licensed Strata Agent sent a letter to the resident advising them to discontinue this practice.

8) Thumping noises

A resident had sent a letter in noting that loud thumping noise was occurring during the evenings and early mornings. The resident requested that a general memo be sent to all owners and tenants. After discussion the Council noted that the owners should be a little more specific about where the noise is coming from (specific unit), then a letter can be sent to the owner in question asking them to discontinue this practice.

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All residents please note that sound travels quite easily through buildings and we would request that you pay particular attention to the activities that take place in your suite, as they may affect units that reside near you. We thank you for your anticipated cooperation.

NEW BUSINESS

1) Towing vehicles – policy.

Council entered a discussion about towing vehicles that are parked illegally or improperly on Common Property, and after discussion it was requested that the Licensed Strata Agent contact a towing company to look at a potential towing policy to be put in place.

2) BC Hydro.

The Licensed Strata Agent provided a letter from BC Hydro to the Strata Corporation about energy conservation.

3) Pest control.

The Licensed Strata Agent provided a report that City Pest Control had been out to do an application on site for a reported problem. At this time the application has been successful as the problem has ceased.

4) Bar El Building Maintenance

It was noted that Bar El Building Maintenance presently provides 3 days per week, Monday, Wednesday and Friday. Council entered into a discussion with the possibility of proposing a 5 day cleaning schedule. It was noted at this time that Council was satisfied with the cleaning currently being done and the budget does not allow for 5 days per week. The Strata Corporation will continue with the 3 days per week (Monday, Wednesday and Friday) cleanings.

The Licensed Strata Agent was asked to contact Bar El Building Maintenance to clarify certain tasks on the schedule of cleaning.

5) Townhouse pipe leak/debris behind walls

The Licensed Strata Agent advised that a townhouse was doing some insuite upgrades and hit a pipe, causing water to leak into their unit and into the parkade area. The townhouse contractor that was on site shut off the water and had the pipe repaired. The Council President noted at the time when this leak occurred that it was also noted that there is some construction debris behind the walls and Intracorp had been contacted to attend to remove the debris left behind from the contractors.

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Held on December 16, 2009**

6) Elevator mats

The Licensed Strata Agent was requested to have Bar El Maintenance place mats back in the elevators. Council noted that they are not sure if there are two mats available and requested the Licensed Strata Agent to contract Bar El Maintenance in regards to this.

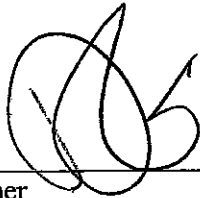
7) Non-resident use of facilities

Council went into discussion in regards to a non resident using the amenities at Camera. All Council members noted that only residents are to be using the facilities and a warning letter should be sent to the individual advising that only residents are to be using the facilities at Camera.

8) Olympics rentals policy

Council reminds owners that they are responsible for their tenants actions and that any owner renting their unit during the upcoming Winter Olympics to submit a Form K to The Licensed Strata Agent.

There being no further business, the meeting was adjourned at 9:40 pm. The next meeting will be held on February 3, 2010.



Derrin Geisheimer
Licensed Strata Agent
CROSBY PROPERTY MANAGEMENT LTD.
General Office # (604) 683-8900 (24 Hours)
www.crosbypm.com

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**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 3321
CAMERA**

Held on Tuesday, January 5, 2010
Within 1675 West 8th Avenue – Amenity Room
Vancouver, B.C.

COUNCIL IN ATTENDANCE:	Larry Raskin John Mathers Lynn Kelly Mike Tang (by telephone)	President Secretary
LICENSED STRATA AGENT:	Derrin Geisheimer	Crosby Property Management Ltd.

The meeting was called to order at 7:30 pm.

INNER GATE DAMAGE

A resident drove into the gate December 3, 2009.

1. **Insurance**

The Licensed Strata Agent advised Council he contacted BFL and if Council opened a claim the deductible of \$1,000 would be incurred to repair the gate. BFL advised they would not cover replacement costs. The insurance coverage is for damage only.

2. **Repair or Replacement**

Council reviewed the two proposals for repair or replacement from Canadian Doormaster and Valley All Door. After discussion of the costs and budget limits, it was moved/seconded to approve the \$1,424.00 + GST Valley All Door quote for repair of the gate. Council noted, however, that Valley All Door's quote did not seem to cover all the repairs that would be required to fix the damaged gate, and will confirm that Valley All Door will do all repairs required and adjust their cost accordingly. CARRIED.

3. **I.C.B.C.**

Council requested a letter be sent to ICBC and Larry Raskin will provide the draft letter to the Licensed Strata Agent.

**Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on January 5, 2010**

4. Gate service provider

As Council is not satisfied with Canadian Doormaster's service, they will be using Valley All Door to service the inner gate in the future and will consider switching to Valley All Door for outer gate service, as well.

There being no further business, the meeting was adjourned at 8:03 pm.



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Licensed Strata Agent
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**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 3321
CAMERA**

Held on Wednesday, February 3, 2010
Within 1675 West 8th Avenue – Amenity Room
Vancouver, B.C.

COUNCIL IN ATTENDANCE: Larry Raskin President
Martin Lampa Vice-President
Kathryn Bull Treasurer
John Mathers Secretary
Geoff Dzikowski
Mike Tang

REGRETS: Lynn Kelly

The meeting was called to order at 7:10 pm by Larry Raskin, Council President.

Approval of Council Meeting Minutes

Minutes of the December 16, 2009 Council Meeting were approved.

Approval of Financial Statements

Financial statements for December 2009 were approved. Council noted that after six months of operation expenses remain within the budget allocation.

Business Arising from Previous Meeting

1. Canadian Doormaster Invoice

Council was advised that a total of \$3276.00 is owed to Canadian Doormaster for addition of steel mesh to the garage gates and the addition of heavier springs. It was noted that the inner gate is operating much more smoothly since Valley All-Door replaced the steel mesh on the damaged bottom portion of the inner gate with lighter aluminium mesh and reduced the spring tension. Considering that Doormaster gave poor advice in recommending installation of steel mesh on the gates, and that we have experienced problems with the gates as a result, Council decided that the mesh should be removed and replaced with aluminium mesh; the steel mesh be returned to Doormaster; and that Crosby be instructed to negotiate a settlement of the outstanding invoice with them.

2. Valley All-Door Repairs / Additional Work

Valley All-Door has provided an estimate of approximately \$1600 to replace the steel mesh with aluminium mesh on the other three garage door panels. Council agreed to proceed with this work provided that the existing springs are suitable for this reduced load. Further, since the performance of Doormaster has been unsatisfactory and the warranty period is nearing an end, Council decided to enter into a quarterly maintenance contract with Valley All-Door.

Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on February 3, 2010

3. Update on ICBC Claim

Witness statements have been provided to ICBC (with a copy to the suite owner) to support that position that the tenant is responsible for damage caused to the inner gate on December 3, 2009.

4. Deficiencies

At its December meeting Council requested that Crosby obtain a status report from Intracorp on what deficiencies have been completed and what, if any, Intracorp believes is not part of the scope. The status report has not been received and Council will request Crosby to follow-up on this.

5. Rules Committee

A final version of "Strata Plan BCS 3321 Camera Rules" was approved. The rules will be sent to Crosby for distribution to owners. Council believes that a fee to cover a security guard during moves in/out should be established but noted that a revision to the Bylaws is necessary to implement this.

Council observed that contrary to the Bylaws and Rules a few owners are still storing items in the parking garage. Council will inspect the garage, identify which owners are storing items and send this list to Crosby for issuance of a warning letter.

6. Elevator Mat

Council noted that only one elevator mat was provided by Intracorp. Crosby checked with Intracorp and was informed that they would not be providing a second mat. To prevent dirt from being tracked into the building Council agreed to purchase a second mat at a cost of \$240.00.

7. Landscape -- easement LMS 1501

Council remains concerned that most of the cedar shrubs in the easement are dead. Council would like to amend the easement agreement with the adjacent building so that no trees or shrubs are required in the easement. Crosby has made contact with the property manager of the adjacent building and will arrange for a meeting between council representatives from both buildings to discuss this matter.

Correspondence

1. Heat pump

Council received a request from an owner to install a heat pump / air conditioner in one of the townhouses. The proposal would include a condenser installed on the patio, two distribution units inside the townhouse and the running of coolant and power lines from the condenser into both the first and second floors. Council approval of such a proposal is required pursuant to section 33(j) of the bylaws: "an owner of a strata lot will not: use or install ... supplementary heating or air conditioning devices, except those installations approved in writing by the council."

After careful consideration, including a site visit to a similar installation, Council decided to reject this proposal for the following reasons: (a) drilling of holes in the building could adversely affect the building envelope and possibly invalidate the warranty; (b) the condenser and supply lines would affect building aesthetics; and (c) noise from the condenser could be a concern to adjacent owners. Ultimately, Council's concerns extended beyond the one townhouse to the precedent that approving this proposal would establish. Each of the three main reasons listed would be multiplied should other owners wish to install such units and

Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on February 3, 2010

the result could be a building with numerous holes in the concrete, with additional flashing to mask hoses and wiring and condensers marring the aesthetic plus an increased ambient noise level.

2. Noise complaint

An owner sent a letter to Crosby complaining of noise from an adjacent suite. Crosby has forwarded the complaint to the tenant in question and has assessed a fine.

3. Food delivery

A tenant requested if they could provide a fob to a grocery company to allow food delivery directly to their suite. Council rejected this request as additional fobs can only be purchased by owners and all efforts are being made to minimize fobs assigned to non-residents – i.e. contractors responsible for building maintenance. This matter is addressed in the Rules.

New Business

1. Addition / Relocation of video surveillance cameras

Council requested an estimate from PGA Systems to make changes to the cameras in the parking garage and mail area to provide greater coverage. It would cost approximately \$1500 to install a new camera to monitor the inner parking gate and to relocate a camera from the mail area to the lobby. Council decided not to proceed with this expenditure at this time and will ask PGS Systems for a quote on a new camera for the lobby only.

2. Failure Rate of Fobs

An owner expressed concern about the failure rate of fobs. Council reviewed the replacement rate and found that it has declined to three or four per month. Further, in the past six months less than 1% of fobs have failed. Since PGA has replaced all broken fobs Council concluded that there was no cause for concern.

3. Rezoning Application 1569 West 6th Avenue

On January 21, 2010 John Mathers attended the public open house for the subject application. The purpose of the rezoning is to permit the construction of a 15-storey tower with 50 residential units and retail on the ground floor. The majority of area residents attending the open house appeared to be opposed to the rezoning. The main issue is the building height. The Burrard Slopes Guidelines recommend a maximum height of 100 ft (30.5 m) whereas the proposal is 146 ft (44.5 m). Residents of Meridian Cove on Pine Street and the Terraces on West 7th have organized against the proposal. Council decided not to take a position on the rezoning since it would appear to have minimal affect on views from Camera. Concerned owners are encouraged to contact the City of Vancouver to express their views. More information can be obtained at: www.vancouver.ca/rezapps.

4. Maintenance Contracts

Crosby has provided Council with initial quotations for power washing the garage, window cleaning and dryer vent cleaning. Council will request Crosby to supply final estimates and recommendations at the next meeting so this work can be undertaken in the spring.

A report from Latham's following initial preventative maintenance service of Camera's mechanical systems identified some issues that should be addressed. This report has been forwarded to Intracorp for review and action. Any items that are not resolved to Council's satisfaction will be added to the deficiency list. The

**Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on February 3, 2010**

problem with the sump pump in the parking garage has been resolved but Latham's recommended that Intracorp contact the original installer for warranty service.

There being no further business the meeting adjourned at 9:10 PM. The next Council meeting will be held on March 24, 2010 at 7:00 PM.

Please note that minutes and other Strata correspondence will now being distributed electronically. Thank you to all owners who completed the information and consent form sent out at the end of 2009. If you have not yet provided your consent to receive minutes by email and are willing to do so, or have not provided emergency contact information, please contact Crosby Property Management with that information.

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.

**MINUTES
OF THE COUNCIL MEETING
THE OWNERS STRATA PLAN BCS 3321
THE CAMERA**

Held on Wednesday, March 31, 2010
Within the Amenity Room at 1675 West 8th Avenue
Vancouver, B.C.

COUNCIL IN ATTENDANCE:	Larry Raskin	President
	Kathryn Bull	Treasurer
	John Mathers	Secretary
	Lynn Kelly	
	Mike Tang	
	Geoff Dzikowski	
REGRETS:	Martin Lampa	Vice President
LICENSED STRATA AGENT:	Derrin Geisheimer	Crosby Property Management Ltd.

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

APPROVAL OF COUNCIL MEETING MINUTES

It was moved/seconded to approve the Minutes of the Council Meeting held January 5 and February 3, 2010 as circulated. CARRIED.

APPROVAL OF FINANCIAL STATEMENTS

It was moved/seconded to approve the January and February 2010 financial statements. CARRIED.

REPORT ON UNAPPROVED EXPENDITURES

There are no unapproved expenditures to report. The Strata Property Act requires that all owners be notified as soon as possible of unanticipated expenditures.

REPORT ON LITIGATION

To the best of our knowledge there is no litigation to report. The Strata Property Act requires that all owners be notified as soon as possible of any legal action that the Strata Corporation is part of.

DIRECTIVES

Council reviewed the directives from the meeting held December 16, 2009. It was moved/seconded to approve the directives of the meeting of December 16, 2009. CARRIED.
All directives have been completed.

ANNUAL GENERAL MEETING DISCUSSION:

1) Bylaws.

Council noted that they would like to propose several Bylaws at the Annual General Meeting. Future discussion will take place at the next Council Meeting in regards to potentially proposing Bylaws in reference to Bylaw fines, move in costs and rentals.

2) Budget.

The Strata Agent advised that a draft budget will be prepared in the 10th month of the fiscal year for Council's review.

3) Date.

Council discussed the potential date for the Annual General Meeting. At this time, they would propose holding the meeting for the ownership in July or possibly August.

4) Location.

Council discussed the location for the Annual General Meeting. It was felt that the Amenity Room would accommodate all owners that would be interested in attending.

BUSINESS ARISING FROM PREVIOUS MINUTES

1) ICBC claim – update.

The Strata Agent advised that a property damage release had been signed and sent to ICBC for their records. A cheque should be received in the near future from ICBC in the amount of \$1,610.70 (claim #N7116742).

This amount of money will recover the cost for the damage that occurred to the gate when a resident driving a large vehicle drove into it.

2) Deficiencies – update report received

An updated report from Intracorp was received and circulated to Council for their review. The Council member that is heading up the deficiency committee noted that the report contained a number of items that had not been attended to. Further follow up with Intracorp will have to take place.

Council noted that one of the key issues that was not addressed in the deficiency report was the lack of ventilation in the lobby area. Council noted that they will propose a deficiency meeting in the near future to discuss this issue and the other outstanding deficiencies.

A deficiency that had been followed up by Galaxy Plumbing with is the work that is taking place on April 6, 2010 on the sump pumps in the parkade area. This work was coordinated by Intracorp and the contractors involved are Galaxy Plumbing and Heating and McCrae's.

3) Parkade storage

Council advised that the letters were sent out to residents that were storing items in their parkade stall areas. A further review of the site will take place in the future in regards to improper storage.

4) Landscape – Easement.

The Strata Agent advised that he had met with Agent for the Strata Corporation LMS 1501 to discuss the easement agreement that was provided in the BCS 3321 Disclosure Statement. The Council President also attended the meeting and discussed the organic material placed between the two Strata Corporations.

After discussion with the Agent from the Strata Corporation LMS 1501, the Council President for Camera noted that he would draft an amendment to the Easement Agreement and it will be forwarded to the Council of LMS 1501 for their review.

5) Landscape contract.

Council reviewed the contract provided by ParaSpace Landscaping. After review it was moved/seconded to approve the entire grounds maintenance contract, including optional services for plant health care. The total contract amount for the 2010/2011 landscaping year is in the amount of \$13,742 plus taxes. CARRIED.

Council noted that they did not want to include in the contract the item #3 – maintenance of easement along the east side at a cost of \$984, as the draft easement amendment that will be sent to LMS1501 will provide a solution to maintaining this area at no cost to BCS 3321. Council authorized the previous quote to upgrade the area in front of 1681 W. 8th Avenue.

6) Air conditioning unit request

The Council had reviewed the request from one of the townhouse owners for the installation of an air conditioning unit. Council noted that there are a number of concerns in regards to this installation, and at this time Council has denied the request.

7) Canadian Doormaster

The Council President gave an update on the final billing concerns with Canadian Doormaster and their past service.

CORRESPONDENCE

Letters were received by the Council President for items such as, painting pavers, installation of privacy glass, pets off leash, rules and deficiency comments, elevator noise and noise from the exercise room.

Council President noted that he would follow up with those owners.

The Strata Agent was also requested to contact Thyssen Krupp in regards to the elevator noise and the maintenance of the elevator.

~ R U L E S ~ P E T S

1. All pets must be leashed to a maximum of six (6) feet when on the common property including the central playground area. All tethered animals must not be left unattended.
2. No pet shall be permitted to urinate or defecate or otherwise foul the common property. Owners are requested to keep their pets off the grass and lawns in front of the building to avoid soiling or discoloration of the grass.

NEW BUSINESS

- 1) Sump pump – Intracorp.

This item was discussed under Business Arising of Previous Minutes. The sump pump is being replaced by Intracorp on April 6, 2010 from 8:00 am to 3:00 pm. A number of the townhouses will be affected during this period. All townhouse residents have been notified.

- 2) Fire inspection booked.

The Strata Agent had booked the annual fire inspection with Mountain Fire and all information had been forwarded to the Council President. The date for the fire inspection will take place on April 21-22, 2010, between 8:30 am and 5:00 pm.

Suite testing will be performed on April 22, 2010 from 8:30 am to 12:30 pm starting at the top floors and working down. A notice has been provided to the Council President. The Council President noted that he would be placing the notice for all residents' information.

- 3) Lawn irrigation – authorized start up.

The Strata Agent advised that University Sprinkler will be on site on April 8, 2010 in the morning to start up the irrigation system for the Strata Corporation.

- 4) Building envelope inspection

The Strata Agent advised that an amount of money has been budgeted for the building envelope inspection and at the request of Council, quotes will be obtained for this item.

- 5) Lobby area camera.

The Council President advised that he had done some research with Todd Mikl from PGA in regards to installation of a lobby area camera. At this time, the cost would be \$873.60 plus taxes. Council noted at this time they will not be taking any action as the deficiency from Intracorp has not been addressed (venting of lobby) and this could affect the potential installation/location for the lobby area camera.

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Held on March 31, 2010

6) Fobs – PGA keyscan proposal for new fobs & scanners

The Council President gave a report on the defective fobs. PGA/Keyscan had provided a proposal for replacement of the defective fobs. This would require the additional installation of scanners. After discussion Council noted that at this time, they would not be interested in this proposal, and would continue to monitor the defective fobs.

7) Maintenance quotes:

The Strata Agent provided a number of quotes in regards to maintenance of the Strata Corporation.

a) Parkade/pressure washing

Two quotations were provided – one from Bar-El Maintenance in the amount of \$1,232 plus taxes. The other quotation was from Champion Property Services in the amount of \$1,200 plus taxes. Council reviewed the quotations.

It was moved/seconded to approve the quotation from Champion Property Services in the amount of \$1,200 plus taxes. CARRIED. A date will be booked in the near future for Champion Property Services to attend to the parkade pressure washing.

b) Window cleaning

The Strata Agent provided quotations for window cleaning. Milner's Window Cleaning and Champion Property Services (price \$3,960 plus taxes). Council reviewed both quotations.

It was moved/seconded to approve the quotation from Milner's to clean:

- Inaccessible exterior windows for \$1,150 plus taxes.
- Cleaning of lobby glass inside and out for \$50 plus taxes.
- Cleaning of exterior balcony railing glass \$675 plus taxes.
- Cleaning of top surface of roof glass awnings \$250 plus taxes.
- Cleaning of the bottom surface of roof glass awnings \$175 plus taxes.

The Strata Agent was also requested to have Milner's attend to cleaning the glass at the amenity room, inside and out.

c) Dryer vent cleaning

Council reviewed the quotations for dryer vent cleaning. There were three quotations:

- National Air Technologies - \$23.00 per dryer vent plus taxes (cleaning from exterior).
- PowerVac Services - \$3,845 plus taxes.
- ServiceMaster - \$45.00 per dryer vent plus taxes (cleaning from exterior).

After review, it was moved/seconded to approve the quotation from National Air Technologies in the amount \$23.00 per dryer vent plus taxes (cleaning from exterior) for a total cost of \$1,771 plus taxes. CARRIED.

8) Intracorp parkade wall repairs

A brief discussion took place in regards to the repairs that were done by Intracorp on the wall areas of the parkade. Council will monitor.

**Minutes of the Council Meeting
The Owners Strata Plan BCS 3321
Held on March 31, 2010**

9) Parkade gate sensor repair

It was noted that a resident drove into one of the parkade gate sensors and Valley All Door had been out to attend to the repair. The costs associated with the repair will be charged back to the resident.

10) Lobby lights.

Council noted that a number of the lobby lights are burnt out and as the summer will be coming soon, Council noted that additional lighting provided by the lobby by the lights is not necessary at this time and this item will be looked at a later date.

11) Insurance

The Strata Agent provided a quotation for the insurance and noted that the Strata Corporation in this fiscal year had paid the insurance in instalments. Council noted at this time that the Strata Corporation is not in a cash position for the insurance to be paid in one lump sum payment and will continue paying it on an instalment basis.

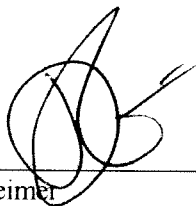
12) Light sensor/timers

The Strata Agent will have an electrical contractor provide a quote – locations to be the garbage room and recycling room.

Notice to Owners

Please make sure you have reported all in suite deficiencies to Intracorp. If you have noted any additional common area deficiencies please report to: *camera1675w8@gmail.com*.

There being no further business, the meeting was adjourned at 9:47 pm. The next meeting will be held on Wednesday, May 12, 2010.



Derrin Geisheimer
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