

**MINUTES OF THE COUNCIL MEETING  
VR2289 FAIRVIEW COURT  
HELD ON TUESDAY MARCH 6, 2008 AT 7:00PM  
1925 MAIN STREET  
VANCOUVER, BC**

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**ATTENDANCE**

Terrence Jibiki	932	John D'Auria	910
Mark Blackwood	3015	Jose Vargas	906
Dale Windsor	3009		

John D'Auria attended through a conference call.

**Dorset Realty Group Canada Ltd.-Ed Lindberg-Property Manager (PM)**

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**1. CALL TO ORDER**

Vice-President Dale Windsor called the meeting to order at 7:03PM.

**2. APPROVAL OF MINUTES**

It was Moved, Seconded and Carried to adopt the Minutes of the Council Meeting held January 6, 2008.

**3. BUSINESS ARISING**

- a) **Parkade Hose bib**-the PM reported that the location of a hose bib in the parkade has been made and council has agreed to have the installation held over to the new budget year.
- b) **Trees**-the PM reported that Burley Boys have completed the removal of the leaning mountain ash on the west side, the removal of the top limb of a weeping birch on the s/w corner, the removal of the dead birch at the s/e corner and removing dead tops in 3 birch trees at the east side of the property.
- c) **Bemco Services Ltd**-the PM reported that the work related to their maintenance report will be started in mid March.
- d) **Garage Door Replacement**-Ideal Door has completed the installation of the new overhead garage gate and pedestrian gate. Council has requested the PM to follow-up with Ideal Door to complete a maintenance check on the new gate regarding adjustments. Overall the council is very pleased with the performance of the new garage door.
- e) **Transmitters for Garage Gate**-the council reviewed a listing of all owners and their pin number that received a new transmitter for use with the new gate. Each owner with a parking stall has received a transmitter. If an owner requires an additional transmitter (\$50 fee) please contact the Property Manager. Council reported that the new transmitter has been well received by the owners and a major improvement over the previous gate entry system.
- f) **Fire & Safety Inspection**-the PM reported that an inspection of the one remaining unit would be completed in mid March with the cost of that inspection borne by the owner. The PM also reported that the full trip test of the dry sprinkler system would be carried out in April 2008.

- g) **Flood (#3031,#3009,#3011)**-the PM reported that the insurance claim is still active and the claims adjuster has indicated that a decision will be made within the next 2 weeks as to determining under what deductible the claim will be classified.
- h) **Gutter Clean**-the PM reported that Sherwood Services has completed the cleaning of the interior of the rain gutters and the clearing of roof drains.
- i) **Power Washing**-Council discussed what areas of the complex would be part of the power washing to be carried out as part of the spring cleanup of the complex. The council requested the PM to co-ordinate quotations for power washing and bring forward to the upcoming budget meeting.
- j) **Snow Clearing**-the council reviewed the performance of Kelly Boy in regards to snow clearing and for the most part felt they were punctual and completed the job satisfactorily. Council asked that attention be given to the city sidewalks on the perimeter of the complex in the event of a snowfall.
- k) **Garbage Enclosure**-Council reviewed the quotation to install gates to the garbage enclosure area and decided to put the idea on hold while they explore the possibility of expanding the enclosed area to house an additional blue bin for cardboard. The council requested the PM to source if an additional blue bin or a larger size blue bin will be allowed by the city and if so to co-ordinate a quotation for the expansion of the enclosed garbage area. PM to report back to council.  
**Please Note: Council is again reminding all owner to cut down the cardboard so it will fit into the blue box and not to leave large sections of cardboard outside of the blue bin in the hope that someone else will do the cutting into manageable sizes that will fit into the blue box. Please remember that large pieces of cardboard left outside of the blue bin will not be picked up by the recycle company. Your immediate attention and cooperation in this matter is necessary as FINES may be imposed if anyone is found to be putting in cardboard improperly or incorrectly.**
- l) **Storage Room**-The PM reported that a fluorescence light in the storage room would be relocated and that a solution as to the best way to handle a water ingress issue will be forthcoming to council.

#### 4. FINANCIAL REVIEW

The Council Moved, Seconded and Carried the approval of the financial statements for period ending December 31<sup>st</sup>, 2007 & January 31<sup>st</sup>, 2008. Council agreed to transfer \$5,000 from the operating account to the CRF as a partial repayment of the loan taken from the CRF to pay the insurance premium for 2007/08. Council has requested the PM to investigate the possibility of paying the 2008/09 insurance premiums through a payment schedule with the insurance provider.

Special Levy-all special levy amounts have been collected.

Arrears-there are no outstanding arrears as of March 4, 2008.

#### 5. NEW BUSINESS

- a) **Landscape**-Council has requested the PM to coordinate with the landscaper, recommendations that would add vegetation to areas of the complex where the grass is not growing. Because of this lack of grass the absorption of rain water is not occurring resulting in dirt being splashed onto walls, planters etc that have become unsightly.

- b) **Kelly Boy**-Council has requested the PM to follow-up with Kelly Boy to ensure the cleaning of the drain areas throughout the common area of the complex is completed as required. The PM will also secure a transmitter for Kelly Boy for access to the parkade.
- c) **Parkade Stalls**-a listing of all assigned parking stalls in the parkade will be tabulated and distributed to all owners once it has been finalized.
- d) **Mail Box Security**-Council discussed the possibility of securing the mailboxes with an upgraded security system and requested the PM to secure a quotation. This topic will be tabled for the budget meeting.
- e) **AGM**-the date for the AGM has been set for May 28, 2007 @ 7PM.
- f) **Irrigation Start-Up**-the PM reported that University Sprinklers would be starting up the sprinkler system in mid March. The PM also reported that University Sprinkler has repaired a broken irrigation pipe.

6. **NEXT MEETING DATE**

Budget Meeting April 30, 2008 @ 7PM, and the suggested location is the office of Mark Blackwood.

7. **ADJOURNMENT**

The Meeting was adjourned at 8:30pm

Prepared by: Ed Lindberg, Property Manager, **Dorset Realty Group Canada Ltd.**

**MINUTES OF THE COUNCIL MEETING  
VR2289 FAIRVIEW COURT  
HELD ON MONDAY MAY 12, 2008 AT 7:00PM  
1925 MAIN STREET  
VANCOUVER, BC**

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**ATTENDANCE**

John D'Auria           910  
Mark Blackwood       3015  
Dale Windsor           3009

John D'Auria attended through a conference call.

**REGRETS:** Terrence Jibiki, Jose Vargas.

**Dorset Realty Group Canada Ltd.-Ed Lindberg-Property Manager (PM)**

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**1.     CALL TO ORDER**

Vice-President Dale Windsor called the meeting to order at 7:08PM.

**2.     APPROVAL OF MINUTES**

It was Moved, Seconded and Carried to adopt the Minutes of the Council Meeting held March 6, 2008.

**3.     BUSINESS ARISING**

- a) **Parkade Hose bib**-the PM is coordinating the installation of the hose bib in the parkade with Latham's.
- b) **Bemco Services Ltd**-the PM reported that the work related to their maintenance report has been completed.
- c) **Garage Door Replacement**-Ideal Door has completed a service update to the garage doors and will be back within the next two months to complete the first of two scheduled maintenance service checks to the new overhead garage gate and pedestrian gate.
- d) **Transmitters for Garage Gate**-the council reported that additional requests for the transmitters have been received. If an owner requires an additional transmitter (\$50 fee) please contact the Property Manager.
- e) **Fire & Safety Inspection**-the PM reported that an inspection of the one remaining unit has been completed. The PM also reported that the full trip test of the dry sprinkler system has also been completed.
- f) **Flood (#3031,#3009,#3011)**-the PM reported that the insurance claim has been finalized and the claims adjuster has indicated that a small percentage of the overall amount will be covered through the strata insurance policy. Council has requested the PM to follow-up with the adjuster for further clarification on her ruling and report back to Council.
- g) **Power Washing**-Council reported that funds for power washing areas of the complex this spring have been allocated in the new operating budget.
- h) **Storage Room**-The PM reported that the relocation of a fluorescent light in the storage room has been completed. Council has decided to monitor the storage room for water ingress as none has been sighted recently.

- i) **Landscape**-the PM reported that the gardener will be bring forward a plan to add vegetation to areas of the complex where the grass is not growing. Council will allocate funds in the budget for this project.
- j) **Kelly Boy Cleaning**-Council has requested the PM to review the contract with Kelly Boy Cleaning to see if the cleaning of the drain areas located throughout the common area of the complex is included and report back to Council. Kelly Boy has agreed to clean those drains over the next 3-4 weeks to determine what additional cost if any will be charged for the cleaning of the drains.
- k) **Parkade Stalls**-Council reviewed the original layout of the parkade stalls and their designation to units. It was agreed to paint out stall #38, as its original use was that of a fire lane. PM to coordinate.
- l) **Mail Box Security**-Council agreed to allocate funds in the new budget for the installation of a security device and new crown locks to upgrade the security of the mailboxes.
- m) **Garbage Enclosure**-Council has requested the PM to order an additional blue bin for cardboard. PM to coordinate.

**Please Note: Council is again reminding all owner to cut down the cardboard so it will fit into the blue box and not to leave large sections of cardboard outside of the blue bin in the hope that someone else will do the cutting into manageable sizes that will fit into the blue box. Please remember that large pieces of cardboard left outside of the blue bin will not be picked up by the recycle company. Your immediate attention and cooperation in this matter is necessary as FINES may be imposed if anyone is found to be putting in cardboard improperly or incorrectly.**

#### 4. FINANCIAL REVIEW

The Council moved, seconded and carried to adopt the financial statements for the period ending February 29<sup>th</sup> & March 31<sup>st</sup>, 2008.

Insurance: the PM reported that the loan taken from the CRF to pay for the 2007/08 insurance premiums has been repaid in full.

It was moved and seconded to approve a loan from the CRF to pay for the insurance premium for 2008/09. CARRIED. PM to coordinate.

Arrears-there are no outstanding arrears as of May 8, 2008.

#### 5. NEW BUSINESS

- a) **Budget – 2008/09**-Council and the PM reviewed and finalized the operating budget for 2008/09 to be presented to owners and voted upon at the upcoming AGM.
- b) **AGM**-the Council and the PM reviewed and finalized the agenda for the upcoming AGM. The AGM notice and package will be mailed to all owners on May 16<sup>th</sup>.
- c) **Irrigation Start-Up**-the PM reported that University Sprinklers started up the sprinkler system and made necessary repairs to the irrigation system.

- d) **PM/Meetings**-the PM reported that he will not be the Property Manager for Fairview Court in the near future and that a new PM will be assigned to the Strata Plan. His intention is to work with Council and ensure the transition is a smooth one. The PM also discussed the possibility of fewer PM-attended council meetings as a means of keeping management costs down and recommended three PM attended meeting plus the AGM. Generally the Council agreed to the proposal.
- e) **Council thanked Ed Lindberg for the excellent service he has provided for the smooth operation of Fairview Court.**

6. **NEXT MEETING DATE**

AGM – June 4, 2008 @ 7PM at the Douglas Community Center, 801 West 22<sup>nd</sup> Avenue, Vancouver. Registration starts at 6:45PM.

7. **ADJOURNMENT**

The Meeting was adjourned at 8:30pm

Prepared by: Ed Lindberg, Property Manager, **Dorset Realty Group Canada Ltd.**



# DORSET REALTY GROUP CANADA LIMITED

Since 1975 Suite 200 – 8211 Ackroyd Road  
Richmond, B.C. V6X 3K8  
Telephone 604-270-1711  
Fax 604-270-8446  
Website: [www.dorsetrealty.com](http://www.dorsetrealty.com)

May 16, 2008

To the Owners of Strata Plan VR 2289  
Fairview Court  
906-932 14<sup>th</sup> Ave & 3001-37 Laurel St  
Vancouver, B.C.

Dear Owners:

## **RE: ANNUAL GENERAL MEETING**

As the Managing Agent, we are pleased to attach formal notice of the Annual General Meeting of the **Owners Strata Plan VR 2289** to be held on **Wednesday, June 4, 2008, at 7PM** at **Douglas Park Community Centre 801 West 22<sup>nd</sup> Ave, Vancouver, BC**. **Pre-registration will begin at 6:45PM** and we respectfully request your early attendance in order that the meeting may commence on time.

As this is your Annual General Meeting, we strongly urge you to attend, as the Ownership will be presented with the 2008/09 Proposed Operating Budget, and elect a Strata Council.

Should you be unable to attend, a proxy form has been included for an alternative representative to attend and vote on your behalf. Please be advised that a proxy holder need not be a registered owner, but must be appointed by the registered owner. A spouse not registered on title requires a proxy.

We therefore request that you review the attached information.

If you wish to have your Strata Maintenance Fees directly debited from your account a Pre-authorized Payment Form is attached for your convenience.

I am looking forward to meeting you at your Annual General Meeting.

Yours truly,

Ed Lindberg

Property Manager

On Behalf of the Owners of Strata Plan VR 2289

**Dorset Realty Group Canada Ltd.**

455  
115  
-----  
570

130

2 74  
32  
2 9  
485  
-----  
600

May 16, 2008

To the Owners of Strata Plan VR 2289  
Fairview Court  
906-932 14<sup>th</sup> Ave & 3001-37 Laurel St  
Vancouver, B.C.

**PLEASE TAKE NOTICE THAT** the Annual General Meeting of Strata Plan VR 2289 will be held:

**Wednesday-June 4, 2008**  
**Registration 6:45PM-Call to Order 7PM**  
Location: Douglas Park Community Centre  
801 West 22<sup>nd</sup> Ave, Vancouver, BC

**PURPOSE:** The purpose of the meeting to vote on the 2008/09 Proposed Operating Budget, and to elect a Strata Council.

**QUORUM:** In order to conduct business at an Annual General Meeting, at least one-third of the persons entitled to vote must be present in person or by proxy. Failure to reach a quorum will result in the adjournment of the meeting and a re-commencement half an hour later.

**VOTING:** A voting card will be issued to each Strata Lot. To pass a special resolution, 75% of those present or by proxy, and eligible to vote, must vote in favour. Majority votes require greater than 50%.

**PROXY:** An instrument appointing a proxy shall be in writing under the hand of the appointee or his attorney, and may be either general or for a particular meeting. A proxy need not be an owner. For your convenience you may use the attached proxy form.

#### **AGENDA**

1. Call to Order
2. Certification of Registration Sheet and Proxies
3. Determine that there is a Quorum
4. Proof of Notice
5. Approval of Agenda
6. Approval of the minutes of the previous Annual General Meeting
7. Business Arising
8. President's Report
9. Report on Insurance Coverage
10. Presentation and adoption of the 2008/09 Budget
11. Discussion: Risk reduction
12. New Business
13. Election of Strata Council
14. Adjournment of Meeting



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# PROXY FORM

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**FAIRVIEW COURT, STRATA PLAN VR 2289  
906-932 14<sup>TH</sup> Ave & 3001-37 Laurel St  
Vancouver, B.C.**

**Annual General Meeting • June 4, 2008**

I (We) \_\_\_\_\_ of \_\_\_\_\_  
in the City of Vancouver in the Province of British Columbia, being the  
registered Owner(s) of Strata Lot \_\_\_\_\_ of Strata Plan VR 2289  
hereby appoint \_\_\_\_\_ of failing him/her \_\_\_\_\_  
as my (our) proxy for me (us) and on my (our) behalf at the Meeting of The  
Owners, Strata Plan VR 2289 to be held on the 4<sup>th</sup> day of June 2008 and at  
adjournment thereof.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

Address of Strata Lot (Suite Number) \_\_\_\_\_

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Owner's Name

**Please check the box that applies:**

**2008/09 Operating Budget**       **Yes**       **No**       **Abstain**

**Note:**

In the case of joint owners, the signature of only one owner will suffice. To be effective this proxy must be delivered prior to or at the commencement of the Meeting.

**MINUTES OF THE ANNUAL GENERAL MEETING  
VR 2289 FAIRVIEW COURT  
HELD ON THURSDAY MAY 24, 2007 AT 7PM  
Douglas Communittee Center  
801 West 22<sup>nd</sup> Avenue, Vancouver, BC**

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**ATTENDANCE**

See sign in Sheet

Dorset Realty Group Canada Ltd.-Ed Lindberg-Property Manager

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**1. CALL TO ORDER**

John D'Auria called the meeting to order at 7:04PM.

**2. CERTIFICATION OF REGISTRATION**

In accordance with section 48 of the Strata Property Act of British Columbia, one third of the persons entitled to vote, present or by proxy, constitutes a quorum. Of the 30 owners entitled to vote, there were 12 owners represented in person and 13 owners represented by proxy for a total of 25 registered owners. A quorum was present and the meeting was declared competent to proceed.

**3. PROOF OF NOTICE**

It was Moved, Seconded and Carried to adopt the notice dated May 3, 2007 as proper notice.

**4. APPROVAL OF AGENDA**

It was Moved, Seconded and Carried to adopt the Agenda contained within the AGM Notice.

**5. ADOPTION OF ANNUAL GENERAL MEETING MINUTES**

It was Moved, Seconded and Carried to adopt the previous Annual General Meeting Minutes dated May 24, 2006.

**6. BUSINESS ARISING**

Nil.

**7. PRESIDENT'S REPORT**

John D'Auria reported that over the past year the complex has experienced upgrades to the courtyard, landscaping and drainage system and the completion of work by Pomeroy. A warranty inspection proved to be very positive and Council has scheduled a yearly maintenance inspection of the complex in accordance to the warranty to ensure compliance. John also acknowledged the good work of Dale Windsor in his capacity as on-site manager and members of the resigning Council for their efforts in dealing with the affairs of the Strata Corporation.

8. **REPORT ON INSURANCE COVERAGE**

The Property Manager presented the Insurance coverage. Copy of the Insurance Policy is attached to the AGM Notice. Owners are advised to ensure that they have adequate coverage on their Homeowners Insurance Policy for any Tenant Improvements. Upgrades from original construction are not covered under the Strata Corporation's insurance. See Dorset 100 Form attached to the AGM Notice.

9. **PRESENTATION AND ADOPTION OF BUDGET**

The President and Property Manager presented the budget for 2007/08. There will be a 14% increase in Strata Fees for 2007/08.

It was Moved, Seconded and Carried unanimously to approve the Budget for 2007/08 as presented.

Increase in Strata Fees-owners on PAP will be adjusted automatically and catch up applied will be withdrawn automatically from your account. Owners who pay monthly or by post-dated cheques will need to submit a catch up payment for the difference in Strata Fees for April and May. Please be aware that the new Strata Fees, as outlined in the attached Strata Fee Payment Schedule, are effective April 1, 2007.

Owners are reminded that the Strata Fees are due and payable on the 1<sup>st</sup> of every month. Please note that late charges will apply for any late payments of Strata Fees Payments.

10. **SPECIAL RESOLUTION "A"-3/4 Vote-Bylaw Amendments & Additions**

After discussion the vote was called to approve Special Resolution "A", which authorizes the Strata Bylaw amendments and additions as presented. The vote was called and the Motion was passed with 25 votes in favour to accept Special Resolution "A".

11. **SPECIAL RESOLUTION "B"-3/4 Vote-Special Levy**

After discussion the vote was called to approve Special Resolution "B", which authorizes the expenditure of \$52,000.00 to pay for the CRF Loan, 2006/07 Budget Deficit, Outstanding Invoices and Parkade Upgrades. The Owners of Strata Plan VR2289, direct the corporation to assess the Owners of Record immediately and in accordance with unit entitlement on the date of the passage of this resolution, a levy of \$52,000.00 but for the convenience only for the owners, payments may be made in accordance with the payment dates in the attached payment schedule.

The vote was called and the Motion was passed with 23 votes in favour and 2 against to accept Special Resolution "B".

12. **NEW BUSINESS**

**Trees**-an owner raised a concern that trees on the west sidewalk could be deceased. Dale reported that the City has indicated that the trees should be cut down and replaced with the same type of tree. This item will be brought forward to the next Council meeting.

**Window Washing**- owners would like to have the windows washed as soon as this can be scheduled. The Property Manager will coordinate.

**Summer Barbeque**-the Strata Council is planning on organizing a group barbeque. This item will be brought forward to the next Council meeting.

**Power-wash**-Dale reported that he has requested a quote for power washing from Kelly Boy. It was suggested that an amount for power washing should be included in each year's fiscal budget. This item will be brought forward to the next Council meeting.

**Warranty**-an owner asked what was done with the information sent by owners re: warranty issues relating to their specific unit. The Property Manager indicated the information would be part of the maintenance inspection that will be carried out in the complex this summer.

**Crack**-an owner reported a crack in the cement within the courtyard. This issue will be investigated and discussed at the next Council meeting.

**Drains**-an owner suggested that all owners keep an eye on their back yard drains and report to Council any concerns as soon as they arise.

13. **ELECTION OF STRATA COUNCIL**

The Strata Council from 2006/07 resigned. The owners were asked if there were any nominations that would like to participate on the Strata Council. The following people were nominated the Strata Council for the year 2007/08:

John D'Auria-President	910
Dale Windsor-Vice President	3009
Mark Blackwood-Treasurer	3015
Jose Vargas	906
Terrence Jibiki	932

14. **NEXT MEETING DATE**

Next Council Meeting: Fairview Pub June 14, 2007 @ 7PM

15. **ADJOURNMENT**

The Meeting was adjourned at 7:45PM.

Prepared by:

**Dorset Realty Group Canada Ltd.**

Suite 200-8211 Ackroyd Road

Richmond, BC V6X 3K8

[www.dorsetrealty.com](http://www.dorsetrealty.com)

ph.604-270-1711

fax.604-270-8446



# RESIDENTIAL STRATA PROGRAM Certificate of Insurance

**Name of Insured & Mailing Address:**

The Owners of Strata Plan VR2289  
c/o Dorset Realty Group Canada Ltd.  
200 - 8211 Ackroyd Road  
Richmond, BC V6X 3K8

**Name of Broker & Mailing Address:**

CMW Insurance Services Ltd.  
700-1901 Rosser Avenue  
Burnaby, BC V5C 6R6

**Location of Risk:**

906-932 14th Ave., & 3001-3037 Laurel Street, Vancouver, BC

**Period of Insurance:**

March 31, 2008 to March 31, 2009  
Both dated to 12:01 am Standard Time at the address of the Insured.

**Total Premium:**

\$9,065.

*Coverage provided under this certificate is only for those coverages specified below and is subject to all terms, conditions, provisions, limitations and exclusions as set out in the Master Policies identified herein.*

**A. PROPERTY**

Premium (Section A): \$7,890.

Master Policy No. CDN 1932

Certificate No. RCP00724

Insurance Company:

As per Schedule of Subscribing Insurers attached

Waiver of Subrogation:

The Insurers rights of subrogation are waived against  
Dorset Realty Group Canada Ltd.

Section	Sum Insured	Description of Coverages
A1	\$5,090,000.	Property of Every Description
A1	Not Covered.	Business Interruption – 12 Months Indemnity
A2	Insured	Blanket Glass

**Conditions:**

All Risks of direct physical loss or damage to property described at Location of Risk shown above.

Basis of Loss Settlement – Replacement Cost including By-Laws.

Guaranteed Replacement Cost subject to an appraisal being filed with the Insurers and dated within 12 months prior to the effective date of the policy. Failing to do so, the policy shall be subject to Stated Amount Co-insurance.

**Special Conditions:**

Property additions, alterations and repairs are subject to a limit of 10% of the Sum Insured, with a maximum of \$500,000. Coverage is not provided for any additions, alterations or repairs which are in excess of this sub-limit unless reported to and specifically agreed to by Insurer(s) prior to the commencement date.

**Deductibles:**

All Losses \$1,000. except: Water Damage \$5,000.; Sewer Back-up \$5,000.; Residential Glass Breakage \$100.; Master Key \$250.; Earthquake 10% of the value of the building(s) involved in the loss (minimum \$100,000.); Flood \$10,000.; Loss or damage caused by Illegal Drug Activity as defined under Standard Conditions \$1,000.

**Loss Payable:**

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

In consideration of the premium specified herein and subject to the terms and conditions of Master Policy CDN 1932 and endorsement(s) attached thereto and hereto, insurance is provided to the NAMED INSURED to an amount not exceeding the SUM INSURED specified in this Certificate or in any endorsement(s) attached hereto, but in no event to exceed Fifty Million Dollars (\$50,000,000.) in any one loss or occurrence.

**B. BOILER & MACHINERY**

Master Policy No. CDN 1932BM  
Insurance Company:

Deductible (Section B):  
Loss Payable:

Waiver of Subrogation:

Premium (Section B): \$150.

Certificate No. RCP00724BM  
Commonwealth Insurance Company  
1500-595 Burrard Street, Box 49115, Bentall Tower III,  
Vancouver, BC V7X 1G4  
\$500.

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

The Insurers rights of subrogation are waived against  
Dorset Realty Group Canada Ltd.

Section	Limits of Liability	Description of Coverages
B	\$5,090,000.	Comprehensive Boiler & Machinery, Including By-laws.
B	Not Covered.	Gross Rents – 12 Months Indemnity (24 hours waiting period)
B	Included	\$50,000. Extra Expense

**C. LIABILITY PROTECTION**

Master Policy No. 501177358  
Insurance Company:

Deductibles (Section C):

Additional Named Insured:

Premium (Section C): \$400.

Certificate No. CMW L0110  
ING Insurance Company of Canada  
400-2955 Virtual Way, Vancouver, BC V5M 4X6

\$1,000. Bodily Injury and Property Damage Each Event

\$10,000. Limited Pollution Liability

Dorset Realty Group Canada Ltd.

for their management of Strata Plan VR2289.

Section	Limits of Liability	Description of Coverages
C	\$5,000,000.	General Total Limit
C	\$5,000,000.	Aggregate, General Total Limit
C	\$5,000,000.	Non-Owned Automobile Liability
C	\$5,000,000.	Personal Injury and Advertising Injury Total Limit
C	\$5,000,000.	Products and Completed Work Total Limit
C	\$5,000,000.	Each Event Limit
C	\$10,000.	Medical Expense Limit
C	\$250,000.	Tenant Liability Limit
C	\$5,000,000.	Personal Injury Liability Limit
C	\$5,000,000.	Advertising Injury Liability Limit
C	\$1,000,000.	Limited Pollution Liability Limit
C	\$300,000.	Employers' Liability Limit
C	\$50,000.	Volunteer Accident Principal Sum (2/3 Weekly Gross Wages subject to maximum of \$500)
C	\$300,000.	Employee Benefits – Total Limit
C	\$300,000.	Employee Benefits – Each Wrongful Act Limit

**D. PROFESSIONAL LIABILITY**

Master Policy No. 501148987 (Section D1):  
Master Policy No. 501148986 (Section D2):  
Insurance Company:

Premium (Section D): \$625.  
Certificate No. CMW D0600  
Certificate No. CMW E0600  
ING Insurance Company of Canada  
400-2955 Virtual Way, Vancouver, BC V5M 4X6  
Nil  
\$1,000.  
Dorset Realty Group Canada Ltd.

Deductible (Section D1):  
Deductible (Section D2):  
Name of Insured (Section D2):

Section	Limits of Liability	Description of Coverages
D1	\$5,000,000.	Directors & Officers Liability (Errors & Omissions) Per Wrongful Act and Annual Aggregate
D1	Not Covered	Discrimination Defense Costs Per Unsuccessful Action or Complaint
D1	Not Covered	Discrimination Defense Costs - Annual Aggregate
D2	\$2,000,000.	Errors & Omissions Liability Per Wrongful Act and Annual Aggregate

**E. CRIME PROTECTION**

Master Policy No. 501177358  
Insurance Company:

Premium (Section E): Not Covered.  
Certificate No. CMW L0110  
ING Insurance Company of Canada  
400-2955 Virtual Way, Vancouver, BC V5M 4X6  
Not Applicable

Deductible (Section E):

Section	Limit of Liability	Description of Coverages
E	Not Covered	Broad Form Money and Securities
E	Not Covered	Employee Dishonesty Coverage - Form A, Comprehensive Dishonesty, Disappearance & Destruction Rider

The insurance provided by this individual Certificate is subject to all terms, conditions, provisions, limitations and exclusions of Master Policy Number CDN1932, CDN1932BM, 501177358, 501148987 and 501148986 and may be canceled by the Insurers by registered mail with thirty days notice or as provided by the Master Policy.

In the event of loss or damage or any change in risk, immediate notice must be given to the insurers or to the broker.

**SUBSCRIBING INSURERS**

**Section A. PROPERTY**

Master Policy No. CDN 1932    Certificate No. RCP00724

The interest of each insurer hereunder is individual and not joint, and wherever any right or privilege is retained by the insurers, such right or privilege may be exercised by each insurer independently. The liability of each of the Insurer(s) shall be limited to that proportion of the loss which the percentage of liability set against the name of the individual Insurer bears to the total amount insured hereunder.

Insurers	Section	Interest	Premium
Commonwealth Insurance Company	A1	100%	\$7,890.
Commonwealth Insurance Company	A2	100%	Included \$7,890.

March 28, 2008

E&OE/ VR2289-/BRE/LY/RevSept1806

**CMW Insurance Services Ltd.**  
(Authorized Representative)

**TO ALL OWNERS/TENANTS  
PLEASE PURCHASE PERSONAL INSURANCE COVERAGE  
INSURANCE FORM - 100**

**Personal belongings-Additional Living Expenses-Laminate/Hardwood Flooring-Strata**

To obtain a free copy of this Insurance Form 100-Call  
Dorset Realty Group Canada Limited - 604-270-1711

**1. Personal Belongings-Additional Living expenses**

It is extremely important that Owners know that the Insurance Policy for the Strata Corporation **does not cover your personal belongings in case of a loss**. If your personal belongings are damaged as a result of a water escape or fire or sewer back up, only your own **PERSONAL INSURANCE** will cover your **personal losses**. Each Owner and Tenant should purchase insurance coverage for his or her belongings. "Additional Living Expenses" should also be added to your personal policy in case you may need to live somewhere else like a hotel room while the strata lot is being repaired.

**2. Laminate/Hardwood Flooring**

Owners must ensure they are covered personally for any upgrades the Owner may have added like laminate/hardwood flooring etc. to the interior of the strata lot since it was new. The strata policy does NOT cover upgrades.

**3. Strata Deductible-Negligence**

Your personal policy should also include a "strata deductible" section in case an owner or Tenant caused the damage. **Personal Condominium/Strata Policies** offer a **Strata Deductible**, which then reimburses the deductible imposed by the strata corporation on the unit owner due to a claim caused by the Owner or the Tenant. Sometimes this deductible is built into the insurance package and other times it is offered as **optional coverage** for an additional premium. It is recommended to review the amount of available Insurance coverage for the "Strata Deductible" with your Insurance broker. Please refer to your most recent Notice of Annual General Meeting to obtain a copy of the Strata Corporation's insurance policy.

*Example: If an Owner overflows a sink or a bathtub etc. and the Strata Council finds that the owner or tenant was the cause of the resulting damages, the Strata Council can sue the Owner for the insurance deductible. This amount can be several thousands of dollars.*

**4. Other-Repairs and Maintenance within a strata lot**

Owners must make sure that they keep everything **within their strata** lot in good working order and in good condition to prevent a water escape etc. This includes but is not restricted to dishwashers, washers, refrigerators with ice makers, garburetors, toilets, sinks, bathtubs, water filters, hot water tanks and any copper pipes or taps and fixtures located within the strata lot, or from any alterations done by the Owner or previous owner to the strata lot etc. Owners should make sure **cold and hot water shut off valves work properly etc.**

Owners may wish to consider employing a professional contractor to carry out regular inspections and maintenance of these in suite items.

NOTE! We encourage Owners/Tenants to take this notice and review it with their insurance broker to ensure they have adequate coverage. **THIS IS VERY IMPORTANT!**

Dorset Realty Group Canada Limited. Ph. 604-270-1711-ext 121 Fax 604-270-8446

E-mail: [edlindberg@dorsetrealtygroup.com](mailto:edlindberg@dorsetrealtygroup.com)



## TO ALL OWNER/RESIDENTS

### INSURANCE – PROTECTION/COVERAGE KNOW YOUR RIGHTS

There are policies which prevail in regards to Insurance claims and who is responsible to repair, restore or replace Personal Property and items which are deemed to be improvements to the strata lot.

Owners and Tenants are reminded that it is important to contact an Insurance broker to review their personal insurance policy for their own belongings and unit improvements, as the Strata Corporations Insurance Policy may not cover them.

Improvements that are over and above any of the original materials and appliances supplied by the builder/developer or any upgrades, which may exist in a strata lot, will also not be covered.

In other words, if an owner improves their strata lot by adding hardwood floors as an example, and there is a water leak that damages the floor, the strata's insurance will only cover the cost of replacement of the original flooring (carpet). The Owner would be responsible for the difference in the upgrade from carpet to hardwood unless the Owner has personal Insurance coverage.

The Strata Corporations Insurance policy does not cover additional living expenses. In other words, if the Owner or his tenant has to reside somewhere else during the restoration process it will be at their own expense unless they have personal Insurance coverage.

If an owner or Tenant is unsure of their coverage and liability, they should seek the council of a professional broker who specializes in Condominium Living.

**DORSET REALTY GROUP CANADA LTD.**

Year End March 31

G/L	Type	Budget 07 / 08	07/08 Yr. End Actuals	Budget 08/09 Proposed	
<b>INCOME</b>					
3200	Strata Fees	72,286.44	72,238.42	79,486.87	A
3300	Parking	300.00	400.00	0.00	
3610	Late Charges	50.00	550.00	50.00	
3640	NSF Fees	0.00	0.00	0.00	
3650	Interest from BE Envelope Account	0.00	292.40	0.00	
3651	Interest from Operating	300.00	73.58	150.00	
3980	Surplus 07/08		0.00	1,528.13	
<b>TOTAL INCOME</b>		<b>72,936.44</b>	<b>73,554.40</b>	<b>81,215.00</b>	
<b>EXPENSES</b>					
9985	Deficit from 07/08	0.00	0.00	0.00	
5000	Salaries-Caretaker			6,000.00	B
5110	Administration	1,500.00	1,035.16	1,200.00	
5120	Janitorial	6,000.00	7,882.28	6,000.00	
5195	Management Fees	7,536.44	7,500.96	7,600.00	C
5200	Maintenance & Repairs	12,650.00	12,540.39	13,000.00	D
5220	Ground Maintenance	0.00	3,490.93	0.00	
5240	Landscaping	7,500.00	6,479.00	7,500.00	E
5270	Building Supplies	300.00	63.53	250.00	
5300	Electricity	3,500.00	2,301.90	3,000.00	
5310	Water and Sewer	6,500.00	4,511.95	5,000.00	
5320	Garbage Collection	2,750.00	3,574.10	3,600.00	
5330	Natural Gas	14,000.00	13,396.40	14,000.00	
5350	Fire Prevention	1,000.00	1,327.03	1,250.00	
5410	Bank Charges	0.00	18.64	0.00	
5440	Legal and Accounting	1,000.00	0.00	0.00	
5520	Insurance	7,700.00	7,673.00	9,065.00	F
5520	Appraisal	1,000.00	231.00	750.00	
<b>SUB TOTAL</b>		<b>72,936.44</b>	<b>72,026.27</b>	<b>78,215.00</b>	
1010	Contingency Contribution	0.00	0.00	3,000.00	G
<b>TOTAL EXPENSES</b>		<b>72,936.44</b>	<b>72,026.27</b>	<b>81,215.00</b>	
<b>BUDGET SURPLUS/LOSS</b>		<b>0.00</b>	<b>1,528.13</b>	<b>0.00</b>	
<b>BALANCED BUDGET</b>		<b>0.00</b>	<b>\$1,528.13</b>	<b>0.00</b>	H

**Fairview Court**  
**2008/09 Budget Explanations**

**#287**

**A** Strata Fee - 10.03% increase

**B** Caretaker Fees

**C** No increase in management fees

**D** This is to pay for such items as lock repairs, door repairs, plumbing repairs, sprinkler repairs, electrical repairs, power washing, landscape upgrades, etc.

**E** All Landscape work including monthly maintenance

**F** Increase due to market increase

**G** CRF Contribution budgeted.

**H** Balanced Budget

#287

**VR 2289 Fairview Court  
Budget 2008/09**

Contingency Contribution      \$3,000.00  
Operating                              \$76,486.87  
Total Annual Strata Fees        \$79,486.87

**Strata Fees Commencing April 1**

Unit #	Strata Lot	Unit Entitlement	Contingency Contribution	Monthly Operating	Total Monthly Strata Fees
906	22	92	9.08	231.60	240.68
908	21	81	8.00	203.90	211.90
910	20	82	8.10	206.42	214.52
912	19	83	8.20	208.94	217.13
916	18	83	8.20	208.94	217.13
918	5	94	9.28	236.63	245.91
920	4	83	8.20	208.94	217.13
922	14	82	8.10	206.42	214.52
926	3	85	8.39	213.97	222.37
928	2	85	8.39	213.97	222.37
930	13	81	8.00	203.90	211.90
932	1	89	8.79	224.04	232.83
3001	6	81	8.00	203.90	211.90
3003	7	83	8.20	208.94	217.13
3005	8	83	8.20	208.94	217.13
3007	15	51	5.04	128.38	133.42
3009	9	99	9.77	249.22	258.99
3011	16	84	8.29	211.46	219.75
3015	10	90	8.89	226.56	235.45
3017	11	89	8.79	224.04	232.83
3019	17	83	8.20	208.94	217.13
3021	12	84	8.29	211.46	219.75
3023	23	93	9.18	234.11	243.30
3025	24	89	8.79	224.04	232.83
3027	25	92	9.08	231.60	240.68
3029	26	86	8.49	216.49	224.98
3031	27	81	8.00	203.90	211.90
3033	28	81	8.00	203.90	211.90
3035	29	81	8.00	203.90	211.90
3037	30	82	8.10	206.42	214.52
TOTAL		2532	250.00	6,373.91	6,623.91
			3000	76486.87	79,486.87

Dorset Realty Group Canada Ltd.  
**BALANCE SHEET**  
 For the 12 Months Ending March 31, 2008  
 Fairview Court VR2289

May 14, 2008 9:49 AM  
 Page 1

	Account #	YTD Actual
<b>ASSETS:</b>		
287 Royal Bank 1027713	1000	2,019.69
287 Contingency Reserve Funds 1034198	1010	49,519.04
287 Renovation Project Funds 1027713	1020	(2,514.06)
287 Special Levy 1034115	1050	1,460.34
Accounts Receivable	1100	(423.71)
<b>Total Current Assets</b>		<u>50,061.30</u>
<b>TOTAL ASSETS</b>		<u><u>50,061.30</u></u>
<b>LIABILITIES:</b>		
Accounts Payable	2000	801.12
Loan From CRF to Operating	2095	2,500.00
<b>TOTAL LIABILITIES</b>		<u>3,301.12</u>
<b>EQUITY</b>		
Special Assessment	2901	2,800,000.00
Building Envelope Funds	2902	47.21
Special Levy Expenditures	2911	(2,862,938.53)
Add'l Building Envelope Expenditures	2913	(38,113.04)
Special Levy Contribution (June '07)	2941	52,161.46
Special Levy Expenditures (June '07)	2942	(53,714.79)
Retained Earnings	2960	5,313.88
PST Rebate	2971	80,502.26
Bldg Env Contributions	2973	2,454.56
Loan from CRF to Operating	2995	10,000.00
Contingency Reserve Funds Payout	2998	(69,240.41)
Contingency Reserve Funds	2999	118,759.45
Current Year Income		1,528.13
<b>TOTAL EQUITY</b>		<u>46,760.18</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<u><u>50,061.30</u></u>

## INCOME STATEMENT

For the 12 Months Ending March 31, 2008

Fairview Court VR2289

Budget Comparison to Original Budget

Account #	C U R R E N T M O N T H			Y E A R T O D A T E		
	Actual	Budget	Variance \$	Actual	Budget	Variance \$
<b>REVENUE</b>						
Strata Fees-Res 3200	6,023.86	6,023.87	(.01)	72,238.42	72,286.44	(48.02)
Parking Income 3300	125.00	25.00	100.00	400.00	300.00	100.00
Late Charge 3610	0.00	4.16	(4.16)	550.00	50.00	500.00
Interest A/C for Bldg Env 3650	39.01	0.00	39.01	292.40	0.00	292.40
Interest A/C for Operating 3651	0.00	25.00	(25.00)	73.58	300.00	(226.42)
<b>TOTAL REVENUE</b>	<b>6,187.87</b>	<b>6,078.03</b>	<b>109.84</b>	<b>73,554.40</b>	<b>72,936.44</b>	<b>617.96</b>
<b>OPERATING EXPENSES</b>						
Salaries-Caretakers 5000	525.00	0.00	(525.00)	3,180.00	0.00	(3,180.00)
Administration/Courier-Re 5110	76.19	125.00	48.81	1,035.16	1,500.00	464.84
Janitorial Services 5120	414.75	500.00	85.25	4,702.28	6,000.00	1,297.72
Property Management Fe 5195	620.64	628.03	7.39	7,500.96	7,536.44	35.48
Maintenance & Repair-Re 5200	3,433.26	1,054.16	(2,379.10)	12,540.39	12,650.00	109.61
Ground Maintenance/Lan 5220	0.00	0.00	0.00	3,490.93	0.00	(3,490.93)
Landscaping Maintenance 5240	420.00	625.00	205.00	6,479.00	7,500.00	1,021.00
Building Supplies-Res 5270	63.53	25.00	(38.53)	63.53	300.00	236.47
Electricity-Res 5300	0.00	291.66	291.66	2,301.90	3,500.00	1,198.10
Water & Sanitation-Res 5310	0.00	541.66	541.66	4,511.95	6,500.00	1,988.05
Trash Collection-Res 5320	482.80	229.16	(253.64)	3,574.10	2,750.00	(824.10)
Natural Gas-Res 5330	1,689.93	1,166.66	(523.27)	13,396.40	14,000.00	603.60
Fire Prevention 5350	0.00	83.33	83.33	1,327.03	1,000.00	(327.03)
Bank Charges 5410	0.00	0.00	0.00	18.64	0.00	(18.64)
Legal & Accounting 5440	0.00	83.33	83.33	0.00	1,000.00	1,000.00
Insurance-Res 5520	639.42	641.66	2.24	7,673.00	7,700.00	27.00
Insurance Appraisal 5521	231.00	83.33	(147.67)	231.00	1,000.00	769.00
<b>TOTAL EXPENSES</b>	<b>8,596.52</b>	<b>6,077.98</b>	<b>(2,518.54)</b>	<b>72,026.27</b>	<b>72,936.44</b>	<b>910.17</b>
<b>NET INCOME &lt;LOSS&gt;</b>	<b>(2,408.65)</b>	<b>.05</b>	<b>(2,408.70)</b>	<b>1,528.13</b>	<b>0.00</b>	<b>1,528.13</b>

**PRE-AUTHORIZED PAYMENT PLAN (PAP) - ENROLLMENT FORM**

**\* STRATA \***

1. I (We) hereby authorize Dorset Realty Group Canada Ltd. on behalf of our Strata Corporation, to draw monthly cheques or prepare debits by paper or electronic entry, covering monthly maintenance fees due by the undersigned to the Strata Corporation. This amount may be increased/decreased as required by the change in monthly maintenance fees as approved by the Owners of the Strata Corporation.
2. I (We) authorize Dorset Realty Group Canada Ltd. to include *parking* in the monthly withdrawal by initializing on the line at the end of this sentence. \_\_\_\_\_
3. **IMPORTANT** - I (We) enclose

\_\_\_\_\_ Blank cheque marked "VOID" to indicate the account Dorset Realty Group Canada Ltd.  
(Check off) is authorized to draw upon.

AND

\_\_\_\_\_ Sufficient cheques (number of cheques \_\_\_\_\_) to cover maintenance fees until the pre-authorized  
(Check off) automatic withdrawal plan becomes effective.

**This form must be received at Dorset's office by the 15th day of any given month in order to be effective for the first day of the following month. Maintenance fees are due the 1st day of each month.**

4. I (We) undertake to inform Dorset Realty Group Canada Ltd., in writing, of any change in the account or address information provided in this authorization, fifteen (15) days before the beginning of the month. If the account is transferred to another financial institution, it will be necessary to provide Dorset Realty Group Canada Ltd. with a voided cheque (reference: 3 above).
5. This authorization may be cancelled at any time upon receipt of a minimum of 15 days written notice to Dorset Realty Group Canada Ltd. prior to the first day of the following month.
6. I (We) acknowledge that delivery of this authorization to Dorset Realty Group Canada Ltd. constitutes delivery by me to the financial institution indicated on the face of my avoided cheque.
7. I (We) warrant that all persons whose signatures are required to sign on this account have signed below.

Date	Signature	2nd Signature Required
Family name: _____	Address: _____	_____
First name: _____	_____	_____
Strata Plan: _____	Postal Code: _____	_____

Please mail or deliver to: **Dorset Realty Group Canada Ltd.**  
**200 - 8211 Ackroyd Road**  
**Richmond BC V6X 3K8**  
**Fax: 604-270-8446**

*In accordance with the Personal Information Protection Act, any personal information will not be used or disclosed for purposes other than those for which it was collected, except with the consent of the individual or as required by law, and only retained as long as necessary to fulfill the required purposes.*

Please fill out an Emergency Contact Name and Phone Number for our files. You may fax or mail Ed Lindberg, Property Manager or email [edlindberg@dorsetrealty.com](mailto:edlindberg@dorsetrealty.com) with the information

## OWNER / OCCUPANT INFORMATION

STRATA NAME: \_\_\_\_\_ UNIT: \_\_\_\_\_

NAME OF OWNER(S): \_\_\_\_\_

ALTERNATE ADDRESS: \_\_\_\_\_  
(if different than the above) \_\_\_\_\_

TELEPHONE NUMBER (S): HOME: \_\_\_\_\_

WORK: \_\_\_\_\_

CELL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_

TELEPHONE NUMBER: HOME: \_\_\_\_\_

WORK: \_\_\_\_\_

CELL: \_\_\_\_\_

VEHICLE:

TYPE: \_\_\_\_\_ LICENSE PLATE No.: \_\_\_\_\_

VEHICLE

TYPE: \_\_\_\_\_ LICENSE PLATE No.: \_\_\_\_\_

Fax: (604) 270-8446

Or

Mail: Dorset Realty  
200-8211 Ackroyd Road  
Richmond, BC  
V6X 3K8



**MINUTES OF THE ANNUAL GENERAL MEETING  
VR 2289 FAIRVIEW COURT  
HELD ON WEDNESDAY JUNE 4, 2008 AT 7PM  
Douglas Communittee Center  
801 West 22<sup>nd</sup> Avenue, Vancouver, BC**

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**ATTENDANCE**

See sign in Sheet

**Dorset Realty Group Canada Ltd.-Ed Lindberg-Property Manager**

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1.     **CALL TO ORDER**  
Dale Windsor called the meeting to order at 7:01PM.
  
2.     **CERTIFICATION OF REGISTRATION**  
In accordance with section 48 of the Strata Property Act of British Columbia, one third of the persons entitled to vote, present or by proxy, constitutes a quorum. Of the 30 owners entitled to vote, there were 10 owners represented in person and 9 owners represented by proxy for a total of 19 registered owners. A quorum was present and the meeting was declared competent to proceed.
  
3.     **PROOF OF NOTICE**  
It was Moved, Seconded and Carried to adopt the notice dated May 16, 2008 as proper notice.
  
4.     **APPROVAL OF AGENDA**  
It was Moved, Seconded and Carried to adopt the Agenda contained within the AGM Notice.
  
5.     **ADOPTION OF ANNUAL GENERAL MEETING MINUTES**  
It was Moved, Seconded and Carried to adopt the previous Annual General Meeting Minutes dated May 24, 2007.
  
6.     **BUSINESS ARISING**  
Nil.
  
7.     **PRESIDENT'S REPORT**  
Nil
  
8.     **REPORT ON INSURANCE COVERAGE**  
The Property Manager presented the Insurance coverage. Copy of the Insurance Policy is attached to the AGM Notice. Owners are advised to ensure that they have adequate coverage on their Homeowners Insurance Policy for any Tenant Improvements. Upgrades from original construction are not covered under the Strata Corporation's insurance. See Dorset 100 Form attached to the AGM Notice.

**Risk Reduction:** The Property Manager reviewed the concept of risk reduction in regards to home ownership as a means of reducing potential costs as a result of water damage and other items that could affect the strata and homeowners insurance. He indicated it is in the owner's best interest to take preventive action when looking at areas of the home that require inspection and possible upgrades. Areas such as the water lines under the sinks, faucet washers, the toilet flushing mechanisms, the venting behind the dryers and other such areas require attention and should be part of an ongoing maintenance plan by homeowners. The Property Manager also indicated that having a professional complete an inspection of the above mentioned areas should be considered as a cost-effective measure. The owners agreed and this topic will be brought forward to the next council meeting.

9. **PRESENTATION AND ADOPTION OF BUDGET**

The Vice-President and Property Manager presented the budget for 2008/09. There will be a 10.03% increase in Strata Fees for 2008/09.

It was Moved, Seconded and Carried unanimously to approve the Budget for 2008/09 as presented.

**Increase in Strata Fees-owners on PAP will be adjusted automatically and catch up applied will be withdrawn automatically from your account. Owners who pay monthly or by post-dated cheques will need to submit a catch up payment for the difference in Strata Fees for April, May and June. Please be aware that the new Strata Fees, as outlined in the attached Strata Fee Payment Schedule, are effective April 1, 2008.**

Owners are reminded that the Strata Fees are due and payable on the 1<sup>st</sup> of every month. Please note that late charges will apply for any late payments of Strata Fees Payments.

10. **NEW BUSINESS**

**Pruning**-an owner raised a concern that trees on the Laurel street side requires pruning as well as in the courtyard. This item will be brought forward to the gardeners.

**Garage Door**-owners would like to have the small pedestrian gate attached to the parkade gate installed with a lock system to open from the outside. The Property Manager will coordinate.

**Summer Barbeque**-the Strata Council is planning a group barbeque for August 23<sup>rd</sup>. Drew Rogers will be organizing the event with details to follow.

**Lights**-an owner indicated the exterior lights of the complex requires adjusting as they are coming on during daylight. Dale will coordinate.

**Hose Bib**-an owner indicated that the hose bib outside of their back entrance was dripping. The Property Manager will coordinate the repair.

**New Business (cont'd)**

**Garbage**-there was a general discussion regarding the ongoing issue with items being put into the garbage area that should be taken to a recycle depot or land fill by the owners as the waste collector companies will not take these items. The issue of cardboard was also discussed and owners were reminded to ensure their cardboard is cut down to the proper size before disposing of them into the blue bin.

**Landscape**-a number of landscape issues were discussed such as the general trimming of bushes, the installation of a row of low hedges and shrubs along 14<sup>th</sup> avenue where the grass doesn't grow, sprinkler heads, and the removal of dead cedar bushes along the perimeter. The Property Manager will coordinate with the gardeners.

**11. ELECTION OF STRATA COUNCIL**

The Strata Council from 2007/08 resigned. The owners were asked if there were any nominations that would like to participate on the Strata Council. The following people were nominated the Strata Council for the year 2008/09:

John D'Auria-President	910
Dale Windsor-Vice President	3009
Mark Blackwood-Treasurer	3015
Jose Vargas	906
Terrence Jibiki	932

**12. NEXT MEETING DATE**

Next Council Meeting: To be scheduled for late summer 2008.

**13. ADJOURNMENT**

The Meeting was adjourned at 8:10PM.

Prepared by:  
**Dorset Realty Group Canada Ltd.**  
Suite 200-8211 Ackroyd Road  
Richmond, BC V6X 3K8  
[www.dorsetrealty.com](http://www.dorsetrealty.com)  
ph.604-270-1711  
fax.604-270-8446

**MINUTES OF THE COUNCIL MEETING  
VR2289 FAIRVIEW COURT  
HELD ON WEDNESDAY OCTOBER 8, 2008 AT 7:00PM  
1925 MAIN STREET  
VANCOUVER, BC**

---

**ATTENDANCE**

John D'Auria	910	Mark Blackwood	3015
Dale Windsor	3009	Jose Vargus	906

John D'Auria attended through a conference call.

**REGRETS:** Terrence Jibiki.

**Dorset Realty Group Canada Ltd.-Ed Lindberg, Andy Thomas-Property Managers-PM**

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**1. CALL TO ORDER**

Vice-President Dale Windsor called the meeting to order at 7:05PM.

**2. APPROVAL OF MINUTES**

It was Moved, Seconded and Carried to adopt the Minutes of the Council Meeting held May 12, 2008.

**3. BUSINESS ARISING**

- a) **Transmitters for Garage Gate**-the council reported that additional requests for the transmitters have been received and handles through the PM and caretaker. If an owner requires an additional transmitter (\$50 fee) please contact the Property Manager.
- b) **Flood**-the council reported that the insurance claim for the flood involving 3 units will not be claimed as a small percentage of the overall amount would be covered and could impact the premiums in future years if claimed.
- c) **Kelly Boy Cleaning**-Council reported that discussions are being held with Kelly Boy Cleaning in regards to the ongoing cleaning of the drain areas throughout the common area of the complex.
- d) **Garbage Blue Bin**-the PM reported that an additional blue bin for cardboard has been ordered and will be delivered by October 22<sup>nd</sup>.

**4. FINANCIAL REVIEW**

The Council moved, seconded and carried to adopt the financial statements for the period ending April through August 2008.

CRF Loan Status: it was moved and seconded to approve the repayment of \$5,750.00 of the \$11,565.00 outstanding CRF loan from the operating fund. **CARRIED.** The remainder of the CRF loan repayment in the amount of \$5,815.00 will be repaid over the course of the remaining fiscal year.

Arrears-there is one outstanding arrears as of October 6, 2008. One unit owner whose parking fee was terminated June 1, 2008 will have the monthly fee of \$25 for June through September refunded.

5. **NEW BUSINESS**

- a) **Power Washing Common Areas**-Council reported that the power washing of the common areas of the complex including perimeter walls, wood fences at the back of the complex, courtyard walkways including stairs to each unit, stairs to the parkade and all ground floor patios at the front and back of the complex has been completed. The council also indicated that only hard surfaces and not wood surfaces (rooftop decks) would be power washed due to water ingress concerns. Owners with roof top decks are encouraged to keep their decks clean through various means other than power washing.
- b) **Power Washing Parkade**-Council reported that the power washing of the parkade has been completed.
- c) **Window Cleaning**-Council reported that the window washing throughout the complex has been completed. Council requested the PM to follow-up with the contractor to have them return and clean a south facing window on one of the units.
- d) **Landscape**-Council reviewed a proposal from Northern Roots for improvements to the landscape of the complex. The Council approved certain improvements to a ceiling of \$1,000.00 and requested the PM to discuss the viability of those changes with the Landscape Company and report back to council.
- e) **Parkade Stall Painting**-the PM reported that he is waiting on a quotation for the painting out of stall #38 and the painting of fire lanes within the parkade. Once received he will forward to council for approval.
- f) **Irrigation Shutdown**-the PM reported that University Sprinklers have been given the work order to winterize the sprinkler system.
- g) **Safety Issue/Risk Reduction**-Council and the PM discussed the issue of risk reduction that was discussed at the AGM with owners. The PM reported that a plan that he is rolling out in another of his buildings involving replacements to the under sink water line hoses, washer hoses and dryer vent hoses will be available to council once it has been rolled out and the results known. The idea is to lessen the risk of water ingress problems due to the use of inferior materials.
- h) **Pruning**-the council requested the PM to follow-up with the gardeners regarding the pruning and trimming of the various trees and shrubs throughout the complex.
- i) **Garage Pedestrian Door**-the PM reported that Lockmasters would be on site to re-key the garage pedestrian gate from the outside to the same key as the entry to the parkade and storage room doors. Work to be completed the week of October 14<sup>th</sup>.
- j) **Summer BBQ**-Council reported that a good turnout was present for the summer BBQ and it was a great success. Thanks to Drew Rodgers for organizing what is turning out to be an annual event.
- k) **Gutter Cleaning**-the PM reported that Sherwood Services is sending their yearly quote for the cleaning of the interior of the rain gutters and clearing roof drains on all units to ensure they are draining correctly. The work would be scheduled for the 1<sup>st</sup> week of December.
- l) **Owner**-Council has requested the PM to coordinate the repair to a window sticking in the living room of a unit. PM to send Action Glass.

m) **Fire Inspection**-the PM (Andy Thomas) reviewed the timeline for the next Fire Inspection. PM will coordinate the date for the next inspection and notices will be sent to all owners. Dale has volunteered to hold the keys for those owners that will not be at home for the inspection.

6. **NEXT MEETING DATE**

Next Council Meeting – January 13, 2009.

7. **ADJOURNMENT**

The Meeting was adjourned at 8:40pm

Prepared by: Ed Lindberg, Property Manager, **Dorset Realty Group Canada Ltd.**

**MINUTES OF THE COUNCIL MEETING  
VR2289 FAIRVIEW COURT  
HELD ON Tuesday January 13, 2009 AT 7:00PM  
1925 MAIN STREET  
VANCOUVER, BC**

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**ATTENDANCE**

John D'Auria	910	Mark Blackwood	3015
Dale Windsor	3009	Jose Vargas	906

John D'Auria attended through a conference call.

**REGRETS:** Terrence Jibiki.

**Dorset Realty Group Canada Ltd.-Andy Thomas-Property Manager**

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**1. CALL TO ORDER**

Vice-President Dale Windsor called the meeting to order at 7:06PM.

**2. APPROVAL OF MINUTES**

It was Moved, Seconded and Carried to adopt the Minutes of the Council Meeting held October 10, 2008.

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**3. BUSINESS ARISING**

- a) **Fire Inspection**-The Annual fire inspection has been done for the year by Vancouver Fire and Safety. This year marked 100% cooperation with the owners to allow access to their units. There were no deficiencies found with the system.
  - b) **Garage Pedestrian Door** -The council reported that the repairs to the door had been completed by Lockmasters.
  - c) **Irrigation Shutdown**-The irrigation system has been successfully shutdown for the winter.
  - d) **Gutter Cleaning**-Council reported that the gutters have been cleaned of debris and there have been no signs of leaking or overflow.
- 

**4. FINANCIAL REVIEW**

The Council moved, seconded and carried to adopt the financial statements for the period ending October through November 2008.

CRF Loan Status: it was discussed that the remainder of the CRF loan be addressed near the end of the fiscal year.

**NEW BUSINESS**

- a) **Water Damage in Two Units** - Council reported that over the Christmas holidays there was two water sprinkler line breaks in two units. The cause was freezing in the interior pipe that supplies water to the sprinkler head on the exterior of the building. The water to the complex was shut off to repair the first break. After that break was repaired and the sprinkler system turned back on a second leak was discovered in another unit. Easy Care is in charge of the restoration process and has advised council that

the repairs are likely to exceed the deductible of \$5000 for the complex. Therefore, Council will treat this as an insurance claim.

- b) **Break In of Underground Parking**-Council advised that on two separate occasions there were signs of a break in to the underground parking. Ideal Door responded to these calls and carried out the required repairs. Council discussed various options to increase the security of the underground parking and the PM will explore this options. Council is reminding residents to wait for the garage door to completely close before proceeding into the parking stall. These extra few seconds can reduce criminal activity at your complex.
- c) **Garbage Area**-Council advised that over the Christmas season with the snow and holiday that there was a delay in garbage pickup. This delay caused the garbage to start piling up and caused quite a mess in the garbage area which further delayed the pickup of the garbage by the City. Owners are reminded to take the time to tie up garbage bags and to generally try to keep the garbage area tidy so that garbage pickup will not be disrupted.
- d) **Change in Property Manager**-Andy advised council that he will be leaving Dorset Realty effective January 26, 2009. Senior Property Manager Brian Spencer along with his assistant Vivienne McCray will take over the management responsibilities starting on January 27, 2009.

5. **NEXT MEETING DATE**

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Next Council Meeting – Suggested dates are the weeks of the April 13<sup>th</sup> or April 19<sup>th</sup>.

7. **ADJOURNMENT**

The Meeting was adjourned at 8:03pm

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## Minutes of the Strata Council Meeting

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Fairview Court • Strata Plan VR 2289

held on:

**Tuesday, April 21<sup>st</sup>, 2009**

1925 Main Street, Vancouver, BC

### Council in Attendance

John D'Auria                      Dale Windsor      Jose Vargas

Mark Blackwood                Terrance Jibiki

Absent with regrets:      None

### Others in attendance:

Vivienne McCray, Property Manager, Dorset Realty Group Canada Ltd.

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#### **1. Call to order**

The Council Chairman, John D'Auria called the meeting to order at 7:04pm.

#### **2. Approval of the minutes of the last meeting of:**

It was **Moved** and **Seconded** to approve the minutes of January 13<sup>th</sup>, 2009

The **MOTION** was **PASSED**

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#### **3. Business arising from the previous minutes**

##### **Garbage on Neighbouring Property**

It was brought to the attention of the Strata Council that the neighbouring property has a constant accumulation of garbage.

It was **MOVED** and **SECONDED** to ask the Property Manager look into who owns the property and to send the Owner a letter requesting that they keep their property free of garbage at all time.

Security Cameras

The **MOTION** was **PASSED**.

##### **Security Cameras**

In response to the recent incidences of vehicle break-ins in the underground parking lot, the Strata Council will be getting quotes for a security camera in the underground parkade. One Council Member suggested installing a dummy camera. The Property Manager advised that dummy cameras are only effective if there is another active or real camera installed elsewhere, and there could arise an issue with liability with a dummy camera. A Council member also suggested using a small laser sensor aimed at the package garage gate and if crossed, an alarm would sound,

however after a brief discussion it was determined that this may cause more harm than good. The Property Manager suggested using a security camera and garage fob usage combined to keep track of the comings and goings of the underground parkade.

It was **Moved** and **Seconded** to obtain a quote to install a Security camera aimed at the parkade gate at this time,. Further cameras will be voted on at a separate meeting.

The **MOTION** was **PASSED**.

#### 4. Financials/Receivables

##### Current Financial Statement

- The Residential Operating account as March 31<sup>st</sup>, 2009 = \$12,966.79
- The Residential Contingency Reserve Fund as of March 31<sup>st</sup>, 2009 is: \$52,772.78

Strata Council requested to know that the current balance of the loan from the CRF to Operating is. The Property Manager will look into this and advise the Strata Council at a later date.

##### Receivables report.

- The receivables for Residential as of March 31<sup>st</sup>, 2009 is: (\$201.39)

##### Asset & Equity Accounts

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The Strata Council discussed closing out old Asset and equity accounts that have not been used in over a year. The Property Manager was asked to verify that all accounts could be closed out and if there were any excess funds, to transfer them into the Contingency Reserve funds.

It was **MOVED** and **SECONDED** to close the following line item accounts:

- 1020- Renovation Project Funds
- 1050 Special levy-
- 2091- Assessment
- 2911- Special levy Expenditures
- 2913- Additional Special Levy Expenditures
- 2941- Special Levy Contribution (June 2007)
- 2942- Special levy Expenditures (June 2007)
- 2971- PST Rebate
- 2973- Building Envelope Contributions

The **MOTION** was **PASSED**.

##### 2008 Permanent Year End

The Property Manager advised the Strata Council that the Permanent Year end for 2008 is now required. The Strata Council requested that the Property Manager confirm that nothing will need to be back dated to the 2008 fiscal year and to hold off on closing out the year permanently until the Council review the information at a later date.

5. Invoices for Approval

Easy Care Restoration

It was **MOVED** and **SECONDED** to authorize the payment to Easy Care Restoration for Invoice #254808 dated February 16<sup>th</sup>, 2009 for \$5,000.00 representing the deductible portion of the Strata Corporations' claim for water damage due a broken sprinkler head. This invoice will be paid out of the Contingency Reserve fund as an emergency cost.

The **MOTION** was **PASSED**

Latham's

It was **MOVED** and **SECONDED** to authorize the payment to Latham's for Invoice #151545 dated March 31<sup>st</sup>, 2009 for \$1,255.26 to inspect and clean out all catch basins and storm piping for blockages.

The **MOTION** was **PASSED**

6. Building/ Grounds

Insurance Appraisal

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The Strata council reviewed the latest Insurance Appraisal from SunCorp Valuations. The appraisal reported that the "Cost of Reproduction new" came back with an increase in values of \$432,000.00 over the previous year's appraisal. The Strata Council requested that the Property Manager approach SunCorp and request that they double check the values, as the Council feels that the values should have gone down given the current market situation.

Insurance Policy Renewal

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The Strata Council reviewed the renewed CMW policy which takes effect March 31<sup>st</sup>, 2009 and expires March 31<sup>st</sup>, 2010. The Renewal premium came in at \$9,425.00. The previous year's premium was \$9,065.00.

The Strata Council held a brief discussion about their current Insurance broker and the premium costs.

It was **MOVED** and **SECONDED** to obtain two additional quotes from other Insurance Brokers in January 2010.

The **MOTION** was **PASSED**

Superior Disposal- Increased Dump Fees

The Strata Council reviewed a notice that was disbursed by the GVRD and Superior Disposal sent out March 18<sup>th</sup>, 2009 regarding an increase in dumping fees. This increased the cost for waste removal for the building from \$241.40 to \$253.47.

The Strata Council held a brief discussion regarding the cost for water removal service and the actual quality of service being received.

It was **MOVED** and **SECONDED** to obtain quotes from two Waste Removal companies when the current contract term comes up for renewal.

The **MOTION** was **PASSED**

**Superior Disposal- Cancellation of Pre-Authorized debit**

The Property Manager brought to the Strata Council's attention that Superior Disposal is currently on a pre-authorized debit program which withdraws the funds for waste removal automatically on the 15<sup>th</sup> of each month. The Property Manger advised that no paper invoices are received on this system, which makes increased cost for dump fees go unnoticed and unannounced, as the notices are sent with the monthly invoices.

It was **MOVED** and **SECONDED** to cancel the pre-authorized debit program and return to paper invoicing with Superior Disposal.

The **MOTION** was **PASSED**

**7. New Business**

**Annual General Meeting**

Consideration was given to the date of this year's Annual General Meeting. Last year's Annual General meeting was held on June 4<sup>th</sup>, 2009. Council agreed to hold the Annual General Meeting on the same date. Items to be included with the AGM Notice were discussed as well as consideration for an increase in the Strata fees and landscaping budget

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**Landscaping**

It was brought to the Council's that one side of the complex doesn't grow grass very well due to the constant presence of shade and dampness from neighbouring trees. It was discussed whether or not quotes should be sought to plant shrubs and ground cover to make the areas appear more uniform to the rest of the complex. Council obtained a quote last year for ground cover, but was around \$5,000.00 for the work.

It was **MOVED** and **SECONDED** to have the Property Manager obtain two more quotes from Landscaping firms to plant ground cover and shrubs in the area.

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The **MOTION** was **PASSED**

**Trees**

The Strata Council advised the Property Manager that the trees within the complex need to be pruned back quite a bit, as they have not be done in some time. The Property Manager suggested having an Arbourist look at the trees and see if they can be pruned back, as the landscapers do not prune the trees within their regular contract. The Strata Council also mentioned that some trees were done on a one off basis last year and that Company should be contacted this year to see if they will quote on the job.

It was **MOVED** and **SECONDED** to have the Property Manager obtain a quote from the company that did the previous pruning job as well as to obtain one quote from an Arbourist to prune all of the trees within the complex.

The **MOTION** was **PASSED**

**Storm drain Tanks & Drain Pipes**

During a previous meeting between Council member Dale Windsor and Latham's, it was discussed that the current drainage pipes and sump/storage tanks in the parkade are filling up with debris and sediment throughout the year, and when there are heavy rains or melting snow, they overflow with water, which can cause flooding. It was suggested by several member of Council that that there should be a regularly scheduled pipe cleaning in the last summer early fall before the heavy rains come to avoid as much potential danger as possible.

It was **MOVED and SECONDED** to have the Property Manager obtain a quote from Latham's for a yearly preventative maintenance program for cleaning out all storage/sump tanks and drainage pipes in the parkade.

The **MOTION** was **PASSED**

**Realtors Sign Post**

It was brought to the Strata Council's attention that there is no permanent sign post currently installed for Realtors signs, as required in the Bylaws. It was requested that the Strata Council have someone quote on installing a permanent sign post with a concrete pedestal/collar to avoid it being blows over and falling over and obtain a separate quote for a removable sign post.

It was **MOVED and SECONDED** to have the Property Manager obtain a quote from a Contractor for a removable sign post, and a sign post with a concrete collar.

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The **MOTION** was **PASSED**

**7. Adjournment**

The Council chairman John D'Auria adjourned the meeting at 8:25pm

The next meeting will be the Annual General Meeting, to be held on **Thursday, June 4<sup>th</sup>, 2009** at 7:00pm.

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Respectfully Submitted - Dorset Realty Group Canada Ltd.

If you require information regarding your strata maintenance fee payment account, please call the accounting department at Dorset Realty Group Canada Limited at (604) 270-1711 ext 126; by fax at (604) 270-8446 or e-mail [general@dorsetrealty.com](mailto:general@dorsetrealty.com)

**To all owners: these minutes hold historical information and form an important part of information that may be required by you when it comes time to sell your strata lot or to arrange future financing.**

**It is recommended that you keep all the Minutes of all meetings and the Annual General Meeting minutes in a safe place for future reference.**

## NOTICE OF THE ANNUAL GENERAL MEETING

The Owners Strata Plan • VR 2289 • Fairview Court

To be held:

**Thursday, June 11<sup>th</sup>, 2009**

At the Douglas Park Community Centre  
801 West 22<sup>nd</sup> Avenue Vancouver, BC

The Meeting starts 7:00 PM

Registration at 6:45 PM

TO: The Owners, Strata Plan VR 2289

An agenda for the meeting and supporting documents are attached hereto. Please read this material thoroughly prior to the meeting and bring it with you to the meeting for reference.

1. **PURPOSE:** The purpose of the Annual General Meeting is:

- to receive the Strata Council report,
- to approve the 2009 Operating Budget,
- to elect the 2009 Strata Council,

2. **QUORUM:** In order to conduct business at this Annual General Meeting, at least one third (1/3) of the persons entitled to vote must be present in person or represented by proxy. Failure to reach a quorum at the appointed time will result in the meeting standing adjourned for a period of one week to the same day next week at the same place and time, in accordance with the Strata Property Act Section 48 (3).

3. **VOTING:** In accordance with the provisions of the Bylaws, Sec 26 (Voting) - #26.6: An Owner who is otherwise an eligible voter may not exercise his or her vote for a strata lot, except on matter requiring a unanimous vote, if the Strata Corporation is entitled to register a lien against that strata lot. **Therefore an owner is not entitled to vote at the general meeting unless all strata fees in respect to his/her strata lot have been duly paid up to and including May 1, 2009.**

Note! Payments for strata fee contributions **will not be accepted** at the meeting. All arrears payments paid by cheque, must be received at the offices of Dorset Realty at least Five (5) working days prior to this meeting unless the payment is received at Dorset Realty in cash, bank draft or money order.

**Owners are encouraged to check the status of their account prior to the meeting by calling the accounting department at Dorset Realty at (604) 270-1711 ext 125 to insure their eligibility to vote.**

4. **PROXY:** A document appointing a proxy must be in writing and be signed by the person appointing the proxy and may be general or for a specific meeting or a specific resolution and may be revoked at any time.

# **AGENDA**

THE OWNERS, STRATA PLAN VR 2289 • Fairview Court  
**ANNUAL GENERAL MEETING**  
Thursday, June 11<sup>th</sup>, 2009

1. CALL TO ORDER.
2. CERTIFICATION OF PROXIES - ISSUE OF VOTING CARDS.
3. DETERMINE QUORUM.
4. ELECTION OF A CHAIRPERSON (IF NECESSARY)
5. FILING OF PROOF OF NOTICE OF MEETING.
6. APPROVAL OF THE AGENDA
7. APPROVAL OF THE MINUTES OF THE LAST ANNUAL GENERAL MEETING.
8. BUSINESS ARISING
9. REPORT OF THE PRESIDENT
10. REPORT ON INSURANCE
11. OPERATING BUDGET -2009.
12. OTHER BUSINESS
13. ELECTION OF THE 2009 STRATA COUNCIL.
14. MEETING TERMINATION

May 18<sup>th</sup>, 2009

The Owners Strata Plan VR 2289- Fairview Court  
906-932 West 14<sup>th</sup> Avenue  
3001-3007 Laurel Street  
Vancouver, BC V5Z 3T6

Dear Owners:

The Strata Council presents for your consideration the proposed Operating Budget for the fiscal year 2009.

Please attend this meeting so that, as an owner, you can provide your input on the important issues to be discussed and voted upon.

If you cannot attend the meeting please complete the **PROXY FORM** attached to the back of this notice in order to appoint a person of your choice to represent you at the meeting. I look forward to seeing you on Thursday, June 11<sup>th</sup>, 2009.

Thank you,  
**DORSET REALTY GROUP CANADA LTD.**

Vivienne McCray  
Property Manager



**TO ALL OWNERS/TENANTS**  
**PLEASE PURCHASE PERSONAL INSURANCE COVERAGE**  
**INSURANCE FORM – 100 - Bulletin**

**Personal belongings-Additional Living Expenses-Laminate/Hardwood Flooring-Strata Deductible**

**1. Personal Belongings-Additional Living expenses**

It is extremely important that Owners know that the Insurance Policy for the Strata Corporation **does not cover your personal belongings in case of a loss**. If your personal belongings are damaged as a result of a water escape or fire or sewer back up, only your own **PERSONAL INSURANCE** may cover your **personal losses**. Each Owner and Tenant should purchase insurance coverage for their **personal belongings**. "**Additional Living Expenses**" should also be included in the personal policy in case you may need to live somewhere else like a hotel room while the strata lot is being repaired.

**2. Laminate/Hardwood Flooring**

Owners must ensure they are covered personally for any upgrades the Owner may have added like laminate/hardwood flooring etc. to the interior of the strata lot since it was new. The strata policy does NOT cover upgrades.

**3. Strata Deductible-Negligence**

Your personal policy should also include a "strata deductible" section in case the Owner or Guest or the Tenant caused the damage. **Personal Condominium/Strata Policies** may offer a **Strata Deductible** which then reimburses the deductible imposed by the strata corporation. Sometimes this deductible is built into the insurance package and other times it is offered as **optional coverage** for an additional premium. It is recommended to review the amount of available Insurance coverage for the "Strata Deductible" with your Insurance broker.

**The current water damage deductible is \$10,000.00 for March 31<sup>st</sup>, 2009 – March 31<sup>st</sup>, 2010. All Property is \$1,000.00.**

*Example: If an Owner or a guest or a tenant overflows a washing machine, sink or a bathtub etc. and the Strata Council finds them responsible, they may be held liable to pay the costs up to the amount of the insurance deductible. This can amount to several thousands of dollars.*

**4. Other-Repairs and Maintenance within a strata lot**

Owners must make sure that they keep everything **within their strata** lot in good working order and in good condition to prevent a water escape etc. This includes but is not restricted to dishwashers, refrigerators with ice makers, garburators, toilets, sinks, bathtubs and any copper pipes or taps and fixtures located within the strata lot, or from any alterations done by the Owner to the strata lot etc. Owners should make sure **cold and hot water shut off valves work properly etc.**

Owners may wish to consider employing a professional contractor to carry out regular inspections and maintenance of these in suite items.

**NOTE!** This bulletin is for information purposes only; it is not all inclusive and is in no way intended as offering insurance advice. We encourage Owners/Tenants to take this bulletin and review it with their insurance broker to ensure they have adequate coverage. **THIS IS VERY IMPORTANT!**



# RESIDENTIAL STRATA PROGRAM Certificate of Insurance

**Name of Insured & Mailing Address:**

The Owners of Strata Plan VR2289  
c/o Dorset Realty Group Canada Ltd.  
200 - 8211 Ackroyd Road  
Richmond, BC V6X 3K8

**Name of Broker & Mailing Address:**

CMW Insurance Services Ltd.  
700-1901 Rosser Avenue  
Burnaby, BC V5C 6R6

**Location of Risk:** 906-932 14th Ave & 3001-3037 Laurel Street, Vancouver B c

**Period of Insurance:** March 31, 2009 to March 31, 2010  
Both dated to 12:01 am Standard Time at the address of the Insured.

**Total Premium:** \$9,425.

*Coverage provided under this certificate is only for those coverages specified below and is subject to all terms, conditions, provisions, limitations and exclusions as set out in the Master Policies identified herein.*

**A. PROPERTY**

Master Policy No. CDN 2563  
Insurance Company:  
Waiver of Subrogation:

Premium (Section A): \$7,890.  
Certificate No. RCP00734  
As per Schedule of Subscribing Insurers attached  
The Insurers rights of subrogation are waived against  
Dorset Realty Group Canada Ltd.

Section	Sum Insured	Description of Coverages
A	\$5,090,000.	Property of Every Description
A	Not Covered.	Business Interruption – 12 Months Indemnity

**Conditions:**

All Risks of direct physical loss or damage to property described at Location of Risk shown above.  
Basis of Loss Settlement – Replacement Cost including By-Laws.  
Guaranteed Replacement Cost subject to an appraisal being filed with the Insurers and dated within 12 months prior to the effective date of the policy. Failing to do so, the policy shall be subject to 90% Co-insurance.

**Special Conditions:**

Property additions, alterations and repairs are subject to a limit of 15% of the Sum Insured, with a maximum of \$500,000. Coverage is not provided for any additions, alterations or repairs which are in excess of this sub-limit unless reported to and specifically agreed to by Insurer(s) prior to the commencement date.

**Deductibles:**

All Losses \$1,000. except: Water Damage \$10,000.; Sewer Back-up \$10,000.; Residential Glass Breakage \$100.; Master Key \$250.; Earthquake 10% of the value of the building(s) involved in the loss (minimum \$100,000.); Flood \$10,000.

**Loss Payable:**

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

In consideration of the premium specified herein and subject to the terms and conditions of Master Policy CDN 2563 and endorsement(s) attached thereto and hereto, insurance is provided to the NAMED INSURED to an amount not exceeding the SUM INSURED specified in this Certificate or in any endorsement(s) attached hereto, but in no event to exceed Twenty Five Million Dollars (\$25,000,000.) in any one loss or occurrence.

**B. BOILER & MACHINERY**

Master Policy No. CDN 2563BM  
Insurance Company:

Deductible (Section B):  
Loss Payable:

Waiver of Subrogation:

Premium (Section B): \$150.

Certificate No. RCP00734BM  
Commonwealth Insurance Company  
1500-595 Burrard Street, Box 49115, Bentall Tower III,  
Vancouver, BC V7X 1G4

\$500.

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

The Insurers rights of subrogation are waived against  
Dorset Realty Group Canada Ltd.

Section	Limits of Liability	Description of Coverages
B	\$5,090,000.	Comprehensive Boiler & Machinery, Including By-laws.
B	Not Covered.	Gross Rents - 12 Months Indemnity (24 hours waiting period)
B	Included	\$100,000. Extra Expense

**C. GENERAL LIABILITY**

Master Policy No. 501177358  
Insurance Company:

Deductibles (Section C):

Additional Named Insured:

Premium (Section C): \$800.

Certificate No. CMW L0110  
ING Insurance Company of Canada  
400-2955 Virtual Way  
Vancouver, BC V5M 4X6

\$1,000. Bodily Injury and Property Damage Each Event  
\$10,000. Limited Pollution Liability

Dorset Realty Group Canada Ltd.  
for their management of Strata Plan VR2289.

Section	Limits of Liability	Description of Coverages
C	\$5,000,000.	Each Occurrence Limit
C	\$5,000,000.	General Aggregate Limit
C	\$5,000,000.	Non-Owned Automobile Coverage
C	\$5,000,000.	Personal Injury and Advertising Injury Liability
C	\$5,000,000.	Products - Completed Operations, Aggregate Limit
C	\$10,000.	Medical Payments
C	\$250,000.	Tenants Legal Liability
C	\$1,000,000.	Limited Pollution Liability
C	\$300,000.	Employers' Liability Extension
C	\$50,000.	Voluntary Compensation Extension (2/3 of Employee's Weekly Wage, but not exceeding \$500 per week)
C	\$300,000.	Employee Benefits - Aggregate Limit
C	\$300,000.	Employee Benefits - Each Employee

**D. PROFESSIONAL LIABILITY**

Master Policy No. 501148987 (Section D1):  
 Master Policy No. 501148986 (Section D2):  
 Insurance Company:

Premium (Section D): \$585.  
 Certificate No. CMW D0600  
 Certificate No. CMW E0600  
 ING Insurance Company of Canada  
 400-2955 Virtual Way  
 Vancouver, BC V5M 4X6  
 Nil  
 \$1,000.  
 Dorset Realty Group Canada Ltd.

Deductible (Section D1):  
 Deductible (Section D2):  
 Name of Insured (Section D2):

Section	Limits of Liability	Description of Coverages
D1	\$5,000,000.	Directors & Officers Liability (Errors & Omissions) Per Wrongful Act and Annual Aggregate
D1	Not Covered	Discrimination Defense Costs Per Unsuccessful Action or Complaint
D1	Not Covered	Discrimination Defense Costs - Annual Aggregate
D2	\$2,000,000.	Errors & Omissions Liability Per Wrongful Act and Annual Aggregate

**E. CRIME**

Master Policy No. 501177358  
 Insurance Company:

Premium (Section E): Not Covered  
 Certificate No. CMW L0110  
 ING Insurance Company of Canada  
 400-2955 Virtual Way  
 Vancouver, BC V5M 4X6  
 Not Applicable

Deductible (Section E):

Section	Limit of Liability	Description of Coverages
E	Not Covered	Broad Form Money and Securities, Loss Inside and Outside Premises
E	Not Covered	Employee Dishonesty Coverage - Form A, Commercial Blanket Bond

The insurance provided by this individual Certificate is subject to all terms, conditions, provisions, limitations and exclusions of Master Policy Number CDN 2563, CDN 2563BM, 501177358, 501148987 and 501148986 and may be canceled by the Insurers by registered mail with thirty days notice or as provided by the Master Policy.

In the event of loss or damage or any change in risk, immediate notice must be given to the insurers or to the broker.

**SUBSCRIBING INSURERS****Section A. PROPERTY**

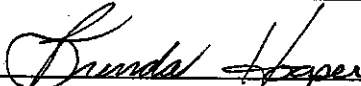
Master Policy No. CDN 2563 Certificate No. RCP00734

The interest of each insurer hereunder is individual and not joint, and wherever any right or privilege is retained by the insurers, such right or privilege may be exercised by each insurer independently. The liability of each of the Insurer(s) shall be limited to that proportion of the loss which the percentage of liability set against the name of the individual Insurer bears to the total amount insured hereunder.

<u>Insurers</u>	<u>Section</u>	<u>Interest</u>	<u>Premium</u>
Commonwealth Insurance Company	A	50%	\$3,945.
ACE INA Canada	A	25%	\$1,973.
AIG Commercial Insurance Company of Canada	A	25%	\$1,972.
	Total:	100%	\$7,890.

Date Issued: March 30, 2009

E&OE/ VR2289-/BRE/LY/RevNov2008

  
**CMW Insurance Services Ltd.**  
 (Authorized Representative)

**NW 3206**

**Fiscal Year April 1<sup>st</sup>, 2008 – March 31<sup>st</sup>, 2009**

**Opening balances- April 1<sup>st</sup>, 2008**

100- Operating Account	\$2,019.69
1010- Contingency Reserve Fund	\$49,519.04

**Closing Balances- March 31<sup>st</sup>, 2009**

1000- Operating Account	\$12,966.79
1010- Contingency Reserve Fund	\$52,772.78

**Dorset Realty Group Canada Ltd.**  
**BALANCE SHEET**  
For the 12 Months Ending March 31, 2009  
Fairview Court VR2289

May 22, 2009 11:10 AM  
Page 1

	Account #	YTD Actual
<b>ASSETS:</b>		
287 Royal Bank 1027713	1000	12,966.79
287 Contingency Reserve Funds 1034198	1010	52,772.78
287 Renovation Project Funds 1027713	1020	(2,514.06)
287 Special Levy 1034115	1050	1,495.72
Accounts Receivable	1100	(201.39)
<b>Total Current Assets</b>		64,519.84
<b>TOTAL ASSETS</b>		64,519.84
<b>LIABILITIES:</b>		
Accounts Payable	2000	2,423.35
Loan From CRF to Operating	2095	5,815.00
<b>TOTAL LIABILITIES</b>		8,238.35
<b>EQUITY</b>		
Special Assessment	2901	2,800,000.00
Special Levy Expenditures	2911	(2,862,938.53)
Add'l Building Envelope Expenditures	2913	(38,113.04)
Special Levy Contribution (June '07)	2941	52,244.48
Special Levy Expenditures (June '07)	2942	(53,714.79)
Retained Earnings	2960	5,313.88
PST Rebate	2971	80,502.26
Bldg Env Contributions	2973	2,454.56
Loan from CRF to Operating	2995	10,000.00
Contingency Reserve Funds Payout	2998	(72,555.41)
Contingency Reserve Funds	2999	125,328.19
Current Year Income		7,759.89
<b>TOTAL EQUITY</b>		56,281.49
<b>TOTAL LIABILITIES &amp; EQUITY</b>		64,519.84

**Dorset Realty Group Canada Ltd.**  
**INCOME STATEMENT**

For the 12 Months Ending March 31, 2009  
Fairview Court VR2289

Budget Comparison to Original Budget

Account #	C U R R E N T M O N T H		Y E A R T O D A T E		Annual Budget
	Actual	Budget	Actual	Budget	
<b>REVENUE</b>					
3200 Strata Fees-Res	6,623.88	6,623.90	79,487.28	79,486.87	79,486.87
3300 Parking Income	0.00	0.00	150.00	0.00	0.00
3610 Late Charge	0.00	4.16	0.00	50.00	50.00
3630 Miscellaneous Income	0.00	0.00	100.00	0.00	0.00
3650 Interest A/C for Bldg Env	(187.58)	0.00	0.00	0.00	0.00
3651 Interest A/C for Operating A/C	195.47	12.50	195.47	150.00	150.00
3980 Surplus-Operating	127.34	127.34	1,528.13	1,528.13	1,528.13
<b>TOTAL REVENUE</b>	<b>6,759.11</b>	<b>6,767.90</b>	<b>81,460.88</b>	<b>81,215.00</b>	<b>81,215.00</b>
<b>OPERATING EXPENSES</b>					
5000 Salaries-Caretakers	500.00	500.00	5,675.00	6,000.00	6,000.00
5110 Administration/Courier-Res	80.60	100.00	867.28	1,200.00	1,200.00
5120 Janitorial Services	1,414.82	500.00	7,706.87	6,000.00	6,000.00
5195 Property Management Fees-Res	620.64	633.33	7,447.68	7,600.00	7,600.00
5200 Maintenance & Repair-Res	0.00	1,083.33	7,513.28	13,000.00	13,000.00
5240 Landscaping Maintenance	840.00	625.00	5,305.51	7,500.00	7,500.00
5270 Building Supplies-Res	0.00	20.83	529.00	250.00	250.00
5300 Electricity-Res	0.00	250.00	2,331.81	3,000.00	3,000.00
5310 Water & Sanitation-Res	642.80	416.66	5,568.04	5,000.00	5,000.00
5320 Trash Collection-Res	253.47	300.00	2,679.54	3,600.00	3,600.00
5330 Natural Gas-Res	1,697.89	1,166.66	13,798.44	14,000.00	14,000.00
5350 Fire Prevention	0.00	104.16	1,211.39	1,250.00	1,250.00
5410 Bank Charges	38.70	0.00	240.90	0.00	0.00
5520 Insurance-Res	1,510.82	755.41	9,065.00	9,065.00	9,065.00
5521 Insurance Appraisal	761.25	62.50	761.25	750.00	750.00
<b>NON-OPERATING EXPENSES</b>					
9999 CRF Allocations-Res	250.00	250.00	3,000.00	3,000.00	3,000.00
<b>TOTAL EXPENSES</b>	<b>8,610.99</b>	<b>6,767.88</b>	<b>73,700.99</b>	<b>81,215.00</b>	<b>81,215.00</b>
<b>NET INCOME &lt;LOSS&gt;</b>	<b>(1,851.88)</b>	<b>.02</b>	<b>7,759.89</b>	<b>0.00</b>	<b>0.00</b>

Dorset Realty Group Canada Ltd.

May 22, 2009 11:10 AM

**INCOME STATEMENT**

Page 2

For the 12 Months Ending March 31, 2009

Budget Comparison to Original Budget

Fairview Court VR2289

Account #	C U R R E N T M O N T H		Y E A R T O D A T E		Annual Budget
	Actual	Budget	Actual	Budget	



<b>FAIRVIEW COURT</b>						
<b>VR 2289</b>						
April 1, 2009 to March 31, 2010						
<b>PROPOSED 2009-2010 BUDGET</b>						
	Budget 2008-2009	2008-2009 Actual	%	PROPOSED BUDGET 2009-2010	%	
<b>INCOME</b>						
3200 Strata Fees	\$79,486.87	\$79,487.28	0%	\$82,750.11	4%	
3300 Parking Income	\$0.00	\$150.00		\$0.00		
3610 Late fees	\$50.00	\$0.00		\$0.00		
3630 Miscellaneous Income	\$0.00	\$100.00		\$0.00		
3650 Interest - Building Envelope Account	\$0.00	\$195.47		\$0.00		
3651 Interest- Operating Account	\$150.00	\$0.00		\$0.00		
3980 Surplus- Operating	\$1,528.13	\$1,528.13		\$399.89		
<b>Total</b>	\$81,215.00	\$81,460.88	0%	\$83,150.00	2%	
<b>EXPENSES</b>						
5000 Payroll- Caretaker	\$6,000.00	\$5,675.00	-5%	\$6,000.00	0%	
5110 Administ/Photocopy	\$1,200.00	\$867.28	-28%	\$1,100.00	-8%	
5120 Janitorial	\$6,000.00	\$7,706.87	28%	\$7,000.00	17%	
5195 Property Management	\$7,600.00	\$7,447.68	-2%	\$7,800.00	3%	
5200 Repairs and Maintenance	\$13,000.00	\$7,513.28	-42%	\$9,000.00	-31%	
5240 Landscaping & Gardening	\$7,500.00	\$5,305.51	-29%	\$5,500.00	-27%	
5260 Security	\$0.00	\$0.00		\$1,000.00		
5270 Building Supplies	\$250.00	\$529.00	112%	\$500.00	100%	
5300 Electricity	\$3,000.00	\$2,331.81	-22%	\$2,700.00	-10%	
5310 Water/Sewer	\$5,000.00	\$5,568.04	11%	\$6,400.00	28%	
5320 Garbage	\$3,600.00	\$2,679.54	-26%	\$3,200.00	-11%	
5330 Natural Gas	\$14,000.00	\$13,798.44	-1%	\$15,900.00	14%	
5350 Fire Prevention	\$1,250.00	\$1,211.39	-3%	\$1,250.00	0%	
5410 Bank Charges	\$0.00	\$240.90		\$375.00		
5520 Insurance	\$9,065.00	\$9,065.00	%	\$9,425.00	4%	
5521 Insurance Appraisal	\$750.00	\$761.25	2%	\$0.00		
Loan from CRF to Operating- repayment	\$0.00	\$0.00		\$3,000.00		
<b>SUB TOTAL</b>	\$78,215.00	\$70,700.99	-10%	\$80,150.00	2%	
1020 Contingency Reserve Fund (CRF)	\$3,000.00	\$3,000.00	0%	\$3,000.00	0%	
<b>TOTAL</b>	\$81,215.00	\$73,700.99	-9%	\$83,150.00	2%	
Estimated budget surplus \$7,759.89						
<b>NOTE- It is the intention of the Strata Council to use \$7,000.00 of the budget surplus towards the CRF loan repayment</b>						

<b>FAIRVIEW COURT</b>				<b>P1 of 1</b>	
<b>VR 2289</b>					
April 1, 2009 to March 31, 2009				(Info. only)	
<b>PROPOSED 2009/2010 Maintenance Fee Schedule</b>				<i>Each Strata Lot's</i>	
				<i>Monthly</i>	
				<i>Contribution to</i>	
				<i>the CRF (*)</i>	
				<i>(included within</i>	
				<i>the Strata Fee)</i>	
<b>STRATA</b>	<b>ADDRESS</b>	<b>UNIT</b>	<b>Old</b>		<b>APPROVED</b>
<b>LOT #</b>	<b>UNIT #</b>	<b>ENTITLEMENT</b>	<b>2008/2009</b>		<b>Monthly</b>
					<b>2009/2010</b>
					<b>Strata Fees</b>
22	906	92	\$240.68		\$250.56
21	908	81	\$211.90		\$220.60
20	910	82	\$214.52		\$223.33
19	912	83	\$217.13		\$226.05
18	916	83	\$217.13		\$226.05
5	918	94	\$245.91		\$256.01
4	920	83	\$217.13		\$226.05
14	922	82	\$214.52		\$223.33
3	926	85	\$222.37		\$231.50
2	928	85	\$222.37		\$231.50
13	930	81	\$211.90		\$220.60
1	932	89	\$232.83		\$242.39
6	3001	81	\$211.90		\$220.60
7	3003	83	\$217.13		\$226.05
8	3005	83	\$217.13		\$226.05
15	3007	51	\$133.42		\$138.90
9	3009	99	\$258.99		\$269.62
16	3011	84	\$219.75		\$228.77
10	3015	90	\$235.45		\$245.11
11	3017	89	\$232.83		\$242.39
17	3019	83	\$217.13		\$226.05
12	3021	84	\$219.75		\$228.77
23	3023	93	\$243.30		\$253.28
24	3025	89	\$232.83		\$242.39
25	3027	92	\$240.68		\$250.56
26	3029	86	\$224.98		\$234.22
27	3031	81	\$211.90		\$220.60
28	3033	81	\$211.90		\$220.60
29	3035	81	\$211.90		\$220.60
30	3037	82	\$214.52		\$223.33
<b>Total Monthly Fees</b>			<b>\$6,623.91</b>	<b>\$250.00</b>	<b>\$6,895.84</b>
<b>Total Yearly Fees</b>			<b>\$79,486.87</b>	<b>\$3,000.00</b>	<b>\$82,750.11</b>
<b>2532</b>					
2008-2009	<b>\$79,486.87</b>				
2009-2010	<b>\$82,750.11</b>				
<b>* CRF - Contingency Reserve Fund</b>					

PROXY FORM

**Fairview Court • Strata Plan VR 2289**

I/We \_\_\_\_\_ are the registered owners of

Unit # \_\_\_\_\_ at West 14<sup>th</sup> Avenue/ Laurel Street, Vancouver, BC Strata Lot # \_\_\_\_\_, and I (we) hereby appoint,  
*(circle one)*

\* \_\_\_\_\_ or failing him/her,

\_\_\_\_\_ to vote on my / our behalf at the Annual General Meeting to be held on **Thursday, June 11<sup>th</sup>, 2009** or at an adjourned meeting thereof.

**Proxies**

The names of your current Strata Council are listed below. You may appoint one of them, or \* a person of your choice to vote on your behalf. SPA - Sec. 56 (1), (2), (3), (4)

John D'Auria	#910	Mark Blackwood	#3015	Jose Vargas	#906
Dale Winsor	#3009	Terrence Jibiki	#932		

Signed: x \_\_\_\_\_ , 2009

Authorized signature of the Owner
PLEASE PRINT NAME
DATE

Note - Only one signature is required even if more than one person is registered as an Owner.

\* A proxy holder need not be an Owner

**TO ALL OWNERS  
FAIRVIEW COURT- VR 2289**

**STRATA FEES**

The Annual General Meeting was held on Monday June 11<sup>th</sup>, 2009.

There is an increase in the Strata fees payments so please refer to the payment schedule attached for your new payment amount.

Please note the new payment increase starts retroactively to April 1<sup>st</sup>, 2009

The NEW Strata Maintenance Fee Payment Schedule is from April 1<sup>st</sup>, 2009 to March 31<sup>st</sup>, 2010 and is attached to this notice.

1. Owners who pay on the PAP (Pre-Authorized Payment Plan).

No action is required on your part.

The Dorset accounting department will do a "catch up payment" on July 1<sup>st</sup>, 2009 for the difference between the old and new strata fee from April 1<sup>st</sup>, 2009 to June 1<sup>st</sup>, 2009.

2. Owners who pay by cheque:

**EACH OWNER MUST PAY THE NEW STRATA FEE PAYMENT ON THE FIRST DAY OF EACH MONTH.**

Post Dated cheques should be made payable to "VR 2289" starting July 1<sup>st</sup>, 2009 up to and including December 1<sup>st</sup> 2009.

Owners are reminded that they will need to submit a cheque covering the difference between the old and the new strata fees for the months of April 1<sup>st</sup>, 2009 to June 1<sup>st</sup>, 2009.

3. Do you wish to start paying your Strata fees automatically? PAP is a convenient method of payment.

Owners who wish to start paying their strata fee payment automatically from their bank account can join the PAP (Pre-Authorised Payment Plan) by completing the form attached.

(If you require assistance with your account, please call the accounting department at  
Dorset Realty at (604) 270-1711

Dorset Realty Group Canada Limited. Ph. 604-270-1711 Fax 604-270-8446

E-mail [viviennemccray@dorsetrealty.com](mailto:viviennemccray@dorsetrealty.com)

**FAIRVIEW COURT**

VR 2289

April 1, 2009 to March 31, 2009

(Info. only)

**PROPOSED 2009/2010 Maintenance Fee Schedule**

Each Strata Lot's

Monthly

**APPROVED**

**APPROVED**

Contribution to

Monthly

2009/2010

One Time

the CRF (\*)

Strata Fees

Catch Up fee

(included within

the Strata Fee)

STRATA LOT #	ADDRESS UNIT #	UNIT ENTITLEMENT	Old 2008/2009 STRATA FEE		APPROVED Monthly 2009/2010 Strata Fees	APPROVED One Time Catch Up fee
22	906	92	\$240.68		\$9.08	\$249.05
21	908	81	\$211.90		\$8.00	\$219.27
20	910	82	\$214.52		\$8.10	\$221.98
19	912	83	\$217.13		\$8.20	\$224.68
18	916	83	\$217.13		\$8.20	\$224.68
5	918	94	\$245.91		\$9.28	\$254.46
4	920	83	\$217.13		\$8.20	\$224.68
14	922	82	\$214.52		\$8.10	\$221.98
3	926	85	\$222.37		\$8.39	\$230.10
2	928	85	\$222.37		\$8.39	\$230.10
13	930	81	\$211.90		\$8.00	\$219.27
1	932	89	\$232.83		\$8.79	\$240.92
6	3001	81	\$211.90		\$8.00	\$219.27
7	3003	83	\$217.13		\$8.20	\$224.68
8	3005	83	\$217.13		\$8.20	\$224.68
15	3007	51	\$133.42		\$5.04	\$138.06
9	3009	99	\$258.99		\$9.77	\$267.99
16	3011	84	\$219.75		\$8.29	\$227.39
10	3015	90	\$235.45		\$8.89	\$243.63
11	3017	89	\$232.83		\$8.79	\$240.92
17	3019	83	\$217.13		\$8.20	\$224.68
12	3021	84	\$219.75		\$8.29	\$227.39
23	3023	93	\$243.30		\$9.18	\$251.75
24	3025	89	\$232.83		\$8.79	\$240.92
25	3027	92	\$240.68		\$9.08	\$249.05
26	3029	86	\$224.98		\$8.49	\$232.80
27	3031	81	\$211.90		\$8.00	\$219.27
28	3033	81	\$211.90		\$8.00	\$219.27
29	3035	81	\$211.90		\$8.00	\$219.27
30	3037	82	\$214.52		\$8.10	\$221.98
<b>Total Monthly Fees</b>			<b>\$6,623.91</b>		<b>\$250.00</b>	<b>\$6,854.17</b>
					<i>CRF only</i>	
<b>Total Yearly Fees</b>			<b>\$79,486.87</b>		<b>\$3,000.00</b>	<b>\$82,250.00</b>
2532						
2008-2009		\$79,486.87				
2009-2010		\$82,250.00				
* CRF - Contingency Reserve Fund						

**Minutes of the Annual General Meeting  
of  
Fairview Court- VR 2289**

Held at the Douglas Park Community Centre  
**Thursday, June 11<sup>th</sup>, 2009 at 7:00pm**

---

**1. Call to Order:**

The Council Chairman John D'Auria called the meeting to order at 7:03pm.

**2. Certification of Registration Sheet and Proxies**

All proxies were declared certified and voting cards were distributed.

**3. Determine Quorum**

At the end of registration there were ten (10) votes present in person and ten (10) votes by Proxy for a total of twenty (20) out of twenty nine (29) eligible voters.

**4. Proof of Notice**

The Property Manager provided Proof of Notice that the AGM notice was mailed in accordance with the Strata Property Act and that it stated the date, time, place and purpose of the meeting.

**5. Approval of Agenda**

It was **Moved** and **Seconded** to approve the Agenda and

The **MOTION** was **PASSED**

**6. Approval of the Minutes form the last AGM**

It was **MOVED** and **SECONDED** to approve the Minutes of the last AGM held on June 4<sup>th</sup>, 2008 and

The **MOTION** was **PASSED**

**7. Business Arising**

**Garbage**

The Council chairman brought up the issue of the use of the garbage facilities and reminded all of the Owners to be aware of what can and cannot be thrown away in the common area trash bins. Handouts were given to all of the Owners present outlining what the current garbage and recycling restrictions are. Owners were urged to contact the Strata Council or the Caretaker should they see any Owners contravening the bylaws pertaining to garbage.

**Security**

The Chairman spoke to all of the Owners present about waiting for the parkade gate to close. Owners who fail to do so may be allowing an opportunity for unauthorized people to enter the secured underground parkade. An Owner brought up a suggestion of having a large sign installed on the gate reminding Owners to stop and wait, and also to paint a large yellow or colored line which all Owners would have to stop at before the gate closes and they can proceed.

It was **MOVED** and **SECONDED** to have the Property Manager obtain a quote to fabricate and install a sign on the parkade gate as well as to have a reflective yellow line painted at a distance to be determined by the Strata Council.

The **MOTION** was **PASSED**

**8. President's Report**

(John to insert something?)

**9. Report on Insurance Coverage**

The Property Manager, Vivienne McCray, gave a report on the Insurance coverage for the Strata Corporation. A copy of the insurance certificate was included with the Annual General Meeting Notice mailed to all of the Owners.

The insurance coverage is a 12 month Policy with a premium of \$7,890.00

The Deductibles are:

1. All property is \$1,000.00.
2. Water and Sewer damage is \$10,000.00
3. Earthquake is 10%
4. Flood is \$10,000.00

---

Owners were advised to have personal insurance coverage for earthquake, interior upgrades (tenant improvements) and Additional Living Expenses. Owners should also consider insuring for "loss of rent" if applicable. Owners should also ensure that their tenants also have personal insurance coverage.

Owners should also seek the advice of a professional insurance broker who is familiar with ownership in a Strata Corporation.

A Valuation of the Cost Replacement New (CRN) was completed by SunCorp Appraisals and this established replacement cost values were \$5,522,000.00.

---

**10. Presentation & Adoption of the 2009/2010 Budget**

The Property Manager presented the Owners with the proposed operating budget for the 2009/2010 fiscal year.

It was **MOVED** and **SECONDED** to amend the budget as follows:

- To reduce the budget line item "Loan from CRF to Operating" from \$3,00.00 to \$2,100.00

The **MOTION** was **PASSED**

The vote was then called to approve the 2009/2010 operating budget as amended and the:

The **MOTION** was **PASSED** with 20 in favour and none opposed.

**11. New Business**

There was no new business discussed.

**12. Election of Strata Council**

The following owners were nominated and elected by acclamation to serve on Strata Council:

Andrew Rogers  
Dale Windsor  
Mark Blackwood  
John D'Auria  
Terence Jibiki  
Jesse Smith  
Katherine Kitts

**13. Adjournment of Meeting**

The meeting was adjourned at 7:26pm.

Respectfully submitted,  
Dorset Realty Group Canada Ltd.

If you require information regarding your strata maintenance fee payment account, please call the accounting department at Dorset Realty Group Canada Limited @ 604-270-1711 ext. 124; Fax 270-8446 or e-mail [general@dorsetrealty.com](mailto:general@dorsetrealty.com)

To all owners, these minutes hold historical information and form an important part of information that may be required when it comes time to sell your strata lot. Keep all of the minutes and Annual General Meeting minutes in a safe place for future reference.



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# Minutes of the Strata Council Meeting

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Fairview Court • Strata Plan VR 2289

Held directly after the AGM:

**June 11<sup>th</sup>, 2009**

Held at the Douglas Community Centre

## MINUTES

In Attendance:

Andrew Rogers	Dale Windsor	Mark Blackwood
John D'Auria	Terence Jibiki	Jesse Smith
Katherine Kitts		

### Others in attendance:

Vivienne McCray - Dorset Realty Group Canada Ltd.

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#### **1. Call to Order**

The meeting was called to order at 7:34PM with all members waiving their right to a seven day notice.

#### **2. Election of Officers**

The following members were nominated and declared elected by acclamation:

---

John D'Auria	President
Dale Windsor	Vice President
Terence Jibiki	Treasurer
Katherine Kitts	Secretary
Mark Blackwood	Landscaping Committee
Jesse Smith	
Andrew Rogers	

#### **5. Adjournment**

The meeting was adjourned at 7:48pm.

The next meeting will be held Wednesday, July 15<sup>th</sup>, 2009.

Respectfully Submitted - Dorset Realty Group Canada Ltd.

If you require information regarding your strata maintenance fee payment account, please call the accounting department at Dorset Realty Group Canada Limited @ 270-1711;  
Fax 270-8446 or e-mail [general@dorsetrealty.com](mailto:general@dorsetrealty.com)

To all owners, these minutes hold historical information and form an important part of information that may be required when it comes time to sell your strata lot. Keep all of the minutes and Annual General Meeting minutes in a safe place for future reference.

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## Minutes of the Strata Council Meeting

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Fairview Court • Strata Plan VR 2289

held on:

**Wednesday, July 15<sup>th</sup>, 2009**

### Minutes

#### Council in Attendance

John D'Auria                  Dale Windsor                  Mark Blackwood

Terrance Jibiki                  Katherine Kitts                  Jesse Smith

Drew Rogers

Absent with regrets:          None

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#### Others in attendance:

Vivienne McCray, Property Manager, Dorset Realty Group Canada Ltd.

#### **1. Call to order**

The Strata Council President, John D'Auria, called the meeting to order at 7:01pm.

#### **2. Approval of the minutes of the last meeting of April 21<sup>st</sup>, 2009**

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It was **Moved** and **Seconded** to approve the minutes of the last Strata Council meeting.

#### **3. Business arising from the previous minutes**

The Strata Council reviewed several quotes for servicing around the complex.

The quote from Latham's sump maintenance and storm drain cleaning was not received by the meeting day.

It was **Moved** and **Seconded** to approve the Columbus Construction quote for a removable Realtors sign post- to be installed at the corner of 14<sup>th</sup> Avenue and Laurel Street.

It was **Moved** and **Seconded** to approve the Kodiak Signs quote for fabrication and installation of two (2) Parkade Gate Signs

The Strata Council reviewed a quote from Ackland's Grainger for a Convex Traffic Mirror. A discussion took place about where to install the mirror and what contingencies are in place to combat vandalism of the mirror. The Strata Council voted to table the issue until a later date.

It was **Moved** and **Seconded** to approve the Bronco Maintenance quote for the painting of a yellow stop line in front of the parkade gate as well as for cross hatch painting by the garbage dumpster. <sup>1</sup>

It was **Moved and Seconded** to approve the Michael A. Smith Duct Cleaning quote for inside and outside duct cleaning. Notices will be distributed to Owners two weeks prior to the cleaning in order to arrange access to the inside of the suites.

It was **Moved and Seconded** to have the Property Manager obtain some introductory information on a security camera for the parkade gate and will be discussed at the next Strata Council meeting.

#### 4. Financials/Receivables

##### Current Financial Statement

- The Residential Operating account as of May 31<sup>st</sup>, 2009 = \$ 1,614.70  
The Residential Operating Account as of June 30<sup>th</sup>, 2009= \$3,000.71
- The Residential Contingency Reserve Fund as of May 31<sup>st</sup>, 2009 is: \$48,293.55
- The Residential Contingency Reserve Fund as of June 30<sup>th</sup>, 2009 is: \$48,543.55

##### Receivables report.

- The receivables for Residential as of May 31<sup>st</sup>, 2009 is: \$36.77
- The receivables for Residential as of June 30<sup>th</sup>, 2009 is: \$11.44

#### 5. Building/ Grounds

##### #932- Range Hood

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Several months ago it was brought to the attention of the Strata Council that unit 932's range hood exhaust vent was covered over by a wood board. The Property Manager was in touch with the Building in charge of the Building Envelope Remediation, PR Pomeroy Construction, and the Contractor agreed to inspect the unit. After inspection, PR Construction agreed to remedy the defect at no cost to the Strata.

##### Landscaping Upgrades

Mark Blackwood obtained pricing from Northern Roots Landscaping for landscaping improvements to several areas around the complex. Northern Roots quote for the full landscaping Restoration came in at \$5,491.58.

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It was **Moved and Seconded** to segregate the quotes in to two stages. Stage 1 will consist of the removal and replacement of dead cedars within the complex and planting of vegetation in a south side patio planter. Stage 2 will be the restoration of the north side grass area with shrubs and vegetation.

It was **Moved and Seconded** to approve stage 1 within the budget this year.

It was **Moved and Seconded** to call a Special General Meeting to approve funding for Stage 2. A Separate notice with the details of where and when will be mailed to all Owners in accordance with the Strata Property Act.

#### 7. New Business

##### Realtors Sign removal- 3023

It was **Moved and seconded** to send a letter to the Owner of 3023 to remove the Realtors signs from the window of the Strata lot.

**Ant Problem**

Dale Windsor brought to the attention of the rest of Strata Council that there are ants present at the entrance to 14<sup>th</sup> Avenue which is causing small piles of sand to accumulate.

It was **Moved** and **Seconded** to have the Property Manager call a Pest Control Company for a quote.

**Steel Braided Hose Lines**

The Strata Council held a discussion about making a bylaw that would make the installation of steel braided water supply lines mandatory. It will be considered for the next Annual General Meeting.

**6. Adjournment**

The Strata Council President adjourned the meeting at 8:15pm

The next Strata Council meeting will be held on Wednesday, October 14<sup>th</sup>, 2009 at 7:00pm.

Respectfully Submitted - Dorset Realty Group Canada Ltd.

If you require information regarding your strata maintenance fee payment account, please call the accounting department at Dorset Realty Group Canada Limited at (604) 270-1711; Fax 270-8446 or e-mail [general@dorsetrealty.com](mailto:general@dorsetrealty.com)

To all owners, these minutes hold historical information and form an important part of information that may be required when it comes time to sell your strata lot. Keep all of the minutes and Annual General Meeting minutes in a safe place for future reference.

# Special General Meeting

The Owners Strata Plan VR2289  
Fairview Court  
September 16, 2009  
Meeting 6:30 p.m. Registration 6:15pm

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### **Strata Council Present**

Dale Windsor	#3009
Drew Rogers	#918
Katharine Kitts	#3033
Terrance Jibiki	#932
John D'Auria (Chair)	#910
Jesse Smith	#3029
Mark Blackwood	#3015

### **Attendees**

Gilmore/Lo, Bradley/Jessica	#906
Druce/Vlahovic, Ian/Jeni	#916
Purveen/Gill, Gloria/Robert	#920
Karhoffer, Janet	#928
Jackson/ Christa/Benjamin	#3001
Ramos/ Alfredo/Erlinda	#3027

### **Proxy Voters**

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Molly Ip	# 908
Rachel Sanchez	#3017
Sharan Sangha	#3021
Louise Wu	#3025

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## **Minutes of the Special General Meeting**

Meeting called to order by J. D'Auria, Chair of Council and of SGM

Quorum determination: 4 Proxy forms and 13 owners attending (all in good financial situation)

Jeni Vlahovic moved to approve agenda #916, seconded by Dale Windsor #3009

Motion Approved unanimously

Motion to approve minutes of last Annual General Meeting: Mark Blackwood #3015, seconded by Dale Windsor, #3009

Motion Approved unanimously

- Resolution #1: To approve an expenditure of up to \$5,000.00 from the Contingency Reserve Fund to complete the North side landscape restoration.

### **Discussion:**

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- ~~Explanation of proposed landscaping and planter bed facing 14th Avenue followed by discussion of costs and the design of the renovation followed by questions.~~
  - Vote on resolution #1 moved by Drew Rogers #918 and seconded by Terrance Jibiki #932
  - **Vote:** All 13 attendees vote in favour of resolution and 4 proxy make it a unanimously yes from 17 Fairview owners.

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There was no mention of any other business

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Motion to end the meeting: moved by Jeni Vlahovic, seconded by Jesse Smith; Approved

Meeting close : 6:45pm

Secretary: Katharine Kitts #3033



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## Minutes of the Strata Council Meeting

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Fairview Court • Strata Plan VR 2289

held on:

**Tuesday, October 27<sup>th</sup>, 2009**

1925 Main Street, Vancouver, BC

### Minutes

#### Council in Attendance

John D'Auria

Dale Windsor

Mark Blackwood

Terrance Jibiki

Jesse Smith

Absent with regrets: Drew Rogers, Katharine Kitts

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#### Others in attendance:

Vivienne McCray, Property Manager, Dorset Realty Group Canada Ltd.

#### **1. Call to order**

The Strata Council President, Mr. John D'Auria, called the meeting to order at 7:03pm.

#### **2. Approval of the minutes of the last meeting of July 15<sup>th</sup>, 2009**

It was **Moved** and **Seconded** to approve the minutes of the Strata Council meeting held on July 15<sup>th</sup>, 2009.

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#### **3. Business arising from the previous minutes**

The Strata Council will review Seven (7) directives from the July 15<sup>th</sup>, 2009 Strata Council meeting.

It was noted that the Caretaker, Dale Windsor, will be away from December 17<sup>th</sup>, 2009 to January 2<sup>nd</sup>, 2010. Mark Blackwood and Terence Jibiki will be available for emergencies during this time.

#### **4. Financials/Receivables**

##### Current Financial Statement

- The Residential Operating account as of September 30<sup>th</sup>, 2009 = \$13,524.35
- The Residential Contingency Reserve Fund as of September 30<sup>th</sup>, 2009 is: \$49,293.55

##### Receivables report.

- The receivables for Residential as of September 30<sup>th</sup>, 2009 is: \$114.41

5. **Building/ Grounds**

**#928/#930 Hot Water Tank Leak**

The Strata Council reviewed the invoices received in relation to the Hot Water tank leak in unit 930 into 928.

The Strata Council voted to charge back the costs of the invoices to the Owner of 930.

It was **Moved** and **Seconded** to charge back the costs of the Hot Water Tank leak to the Owner of #930.

The **Motion was Passed.**

**Dryer Duct Cleaning Review**

The Strata Council reviewed the post-cleaning report from Michael A. Smith Duct cleaning

**Landscaping Upgrade**

Council Member Mark Blackwood discussed the progress of the Landscaping upgrades.

**Traffic Mirror**

Council Member Drew Rogers is communicating with BC Hydro to ascertain if the post opposite the parking garage is an acceptable place to install a traffic mirror.

6. **New Business**

**Steel Braided Hose Line & Indemnity Bylaw**

Strata Council to review sample bylaws for consideration at the next Annual General Meeting.

**Snow Removal**

It was **Moved** and **Seconded** to order 10 bags of ice melt from a supplier and have it delivered to store on site.

It was **Moved** and **Seconded** to enroll in a Snow Removal Program on a low priority basis.

7. **Adjournment**

The Strata Council President adjourned the meeting at 8:26pm.

The next meeting will be held on **Tuesday, January 12<sup>th</sup>, 2010.**

Respectfully Submitted - Dorset Realty Group Canada Ltd.

If you require information regarding your strata maintenance fee payment account, please call the accounting department at Dorset Realty Group Canada Limited at (604) 270-1711; Fax 270-8446 or e-mail [general@dorsetrealty.com](mailto:general@dorsetrealty.com)

**To all owners, these minutes hold historical information and form an important part of information that may be required when it comes time to sell your strata lot. Keep all of the minutes and Annual General Meeting minutes in a safe place for future reference.**

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# Minutes of the Strata Council Meeting

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Fairview Court • Strata Plan VR 2289

held on

**Tuesday, January 12<sup>th</sup>, 2010**

At 3015 Laurel Street, Vancouver, BC

## Minutes

### Council in Attendance

John D'Auria                      Dale Windsor                      Mark Blackwood                      Terrance Jibiki

Jesse Smith                      Drew Rogers

Absent with regrets:      Katharine Kitts

### Others in attendance:

Vivienne McCray, Property Manager, Dorset Realty Group Canada Ltd.

#### 1. Call to order

The Strata Council President, Mr. John D'Auria, called the meeting to order at 7:05pm.

#### 2. Approval of the minutes of the last meeting of October 27<sup>th</sup>, 2009

It was **Moved** and **Seconded** to approve the minutes of the last Strata Council meeting.

The **Motion** was **Passed**.

#### 3. Business arising from the previous minutes

The Strata Council reviewed Eight (8) directives from the October 27<sup>th</sup>, 2009 Strata Council meeting.

##### Traffic Mirror- BC Hydro utility post

Strata Council Member Drew Rogers addressed the Strata Council with information received from BC Hydro in relation to installing a convex traffic mirror on the BC Hydro utility post across from the parking garage. BC Hydro has confirmed that the traffic mirror cannot be installed on the post as it could present a safety hazard to the Utility workers.

It was recommended that a petition be drafted requesting the City of Vancouver to install speed bumps in the lane way to help ease the speed of traffic. The petition will be brought to the other Owners and Strata Councils on 14<sup>th</sup> Avenue who use the lane way.

It was **Moved** and **Seconded** to have the Property Manager draft a petition to be presented to the Owner's on 14<sup>th</sup> Avenue for City speed bump installation.

The **Motion** was **Passed**.

#### **Hot Water Tank leak- Outstanding Invoices**

It was noted that the Owner responsible for the hot water tank leak has not reimbursed the Strata Corporation for the costs involved.

It was **Moved** and **Seconded** to phone the owner with a reminder and confirming that the letter was received.

It was **Moved** and **Seconded** to send the Owner another letter in February if the monies have not been collected by then.

The **Motion** was **Passed**.

#### **Dryer Duct Cleaning- missed suites**

It was **Moved** and **Seconded** to send a letter to all Owners who did not have their dryer ducts cleaned at all during the duct cleaning in October 2009.

It was also noted that an Owner's dryer duct hose was not re-attached during the cleaning. The Contractor has been called in to re-attach the hose.

The **Motion** was **passed**.

#### **Steel Braided Hose line Installation- Annual General Meeting**

The Strata Council will be obtaining quotes to have steel braided water supply lines installed in all the suites as a mandatory repair item. A Bylaw will be presented to the Owners at the Annual General Meeting with this mandatory upgrade.

### **4. Financials/Receivables**

#### **Current Financial Statement**

- The Residential Operating account as of December 31<sup>st</sup>, 2009 = \$6,032.94
- The Residential Contingency Reserve Fund as of December 31<sup>st</sup>, 2009 is: \$45,131.02

#### **Receivables report.**

- The receivables for Residential as of December 31<sup>st</sup>, 2009 is: \$7,839.00

### **5. Invoices for Approval**

There are no extraordinary invoices to approve at this time.

### **6. Building/ Grounds**

#### **Annual Fire Testing**

The Strata Council reviewed the quote from Vancouver Fire to perform the annual Fire Safety Inspections. Notices have been mailed out to all Owners as well.

It was **Moved** and **Seconded** to proceed with the Annual Fire Device testing.

The **Motion** was **passed**.

#### **Chimney/ Fireplace Cleaning**

The Strata Council held a discussion about organizing an Annual or Bi-Annual Chimney and Fireplace Servicing/Cleaning as a complex wide repair item similar to the Bi-Annual Dryer duct cleaning.

It was **Moved** and **Seconded** to organize one complex wide Fireplace and Chimney Servicing/Cleaning for the Strata Corporation as a mandatory repair item for this year only (2010).

It was **Moved** and **Seconded** to present a change in the Bylaws at the Annual General Meeting, to be held in June 2010, changing the Repairs and Maintenance responsibilities of an Owner to include the repair and maintenance of the fire places and Chimney of their strata lot.

The Motion was passed.

7. **New Business**

**Pet Waste in common Property patios**

It was addressed to the Strata Council that the tenant in the house to the Westside of the complex is allowing their pet to defecate and urinate on the Strata Corporation limited Common proeprty. It was requested that the Strata Council consider installing a fence to barricade off the area. It was also suggested to send the Owner of the house a letter requesting that they stop this practice.

It was **Moved** and **Seconded** to send the owner of the house a letter requesting that they cease and desist of using the common grounds as a refuse for waste.

The Motion was Passed.

**Garbage Hauling Costs- Increase**

The Strata Council reviewed a letter from Superior disposal outlining the increased costs for hauling fees as set out by the GVRD.

It was also noted that on the latest garbage removal bill included note that stated that cardboard was found in the garbage dumpster and a reminder that cardboard is not allowed by the City of Vancouver.

**Attached to these minutes is a list of all items that are not permitted in the garbage dumpsters.**

**Please review the information and ensure that you are following the guidelines.**

**Fines will be applied to the Strata Corporation for every instance of banned materials being disposed of in the common area garbage bin.**

A discussion was held about having signs made up for the garbage enclosure outlining banned materials and how to dispose of cardboard.

**T2- Filing of Tax Returns for Strata Corporations**

The Strata Council reviewed a Memo from Dorset Realty with a requirement for Strata Corporations to File a T2 Tax Return as a "Not for Profit organization".

It was **Moved** and **Seconded** to table this item until the next Strata Council meeting at which time more information can be obtained on the subject.

The Motion was Passed.

**Garbage enclosure- Repairs**

It was noted that the garbage enclosure needs some minor repairs.

It was **Moved** and **Seconded** to call in Columbus Construction to perform the necessary repairs to the garbage enclosure.

The **Motion** was **Passed**.

8. **Adjournment**

The Strata Council President adjourned the meeting at 8:19pm.

The next Strata Council Meeting will be held on Tuesday, March 16<sup>th</sup>, 2010.

Respectfully Submitted - Dorset Realty Group Canada Ltd.

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## Minutes of the Strata Council Meeting

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Fairview Court • Strata Plan VR 2289

held on:

**Tuesday, March 16<sup>th</sup>, 2010**

At 1925 Main Street Vancouver, BC

### Minutes

#### Council in Attendance

John D'Auria                  Dale Windsor                  Mark Blackwood                  Terrance Jibiki

Jesse Smith                  Drew Rogers                  Katharine Kitts

Absent with regrets:      None

#### Others in attendance:

Vivienne McCray, Property Manager, Dorset Realty Group Canada Ltd.

#### 1. Call to order

The Strata Council President, John D'Auria, called the meeting to order at 7:03pm.

#### 2. Approval of the minutes of the last meeting of January 12, 2010

It was **Moved** and **Seconded** to approve the minutes from the last Strata Council meeting held on January 12, 2010.

The **Motion was Passed.**

#### 3. Business arising from the previous minutes

The Strata Council reviewed Fifteen (15) directives from the January 12, 2010 Strata Council meeting.

#### 4. Financials/Receivables

##### Current Financial Statement

- The Residential Operating account as of February 28<sup>th</sup>, 2010= \$17,771.70
- The Residential Contingency Reserve Fund as of February 28<sup>th</sup>, 2010 is: \$47,117.34

##### Receivables report.

- The receivables for Residential as of February 28<sup>th</sup>, 2010 is: \$(212.68)

#### 5. Invoices for Approval

There are no extra ordinary invoices to ratify approval for at this time.

6. **Building/ Grounds**

**Parkade Break Ins**

The Strata Council discussed the recent parkade break in and also discussed the recent improvements to the parkade access doors.

7. **New Business**

**Notices for Garbage bins**

Notices for the garbage enclosure will be posted to remind Owners what can and cannot be thrown away in the bins.

**Power washing**

Power washing of the common areas will be undertaken in the late spring.

**Water in the Storage Shed Area**

It was advised that there was a little bit of water on the ceiling of the storage room area. The Council will monitor the area over the next few months.

8. **Adjournment**

The Strata Council President adjourned the meeting at 8:01pm

The next meeting will be held on Tuesday, April 27, 2010.

Respectfully Submitted - Dorset Realty Group Canada Ltd.

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