

**MINUTES  
OF THE FIRST ANNUAL GENERAL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

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Held on Monday, November 3, 2008 at 7:00 p.m.  
Within the Executive Hotel Vintage Park – Portofina A  
1379 Howe Street, Vancouver, BC

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The meeting was called to order at 7:01 p.m. by Property Manager Dave Olafsson, representing Crosby Property Management Ltd. who acted as Chairperson.

**CALLING THE ROLL AND CERTIFICATION OF PROXIES**

The attendance register confirmed at the time of commencement of the meeting there were sixty-six eligible voters in attendance and two represented by proxy for a total of sixty-eight. The quorum requirements having been achieved, the meeting was deemed competent to proceed with the business at hand.

**PROOF OF NOTICE**

It was moved/seconded that the notice dated October 15, 2008 complied with the notice requirements of the Strata Property Act. CARRIED.

**ACKNOWLEDGEMENT OF INSURANCE COVERAGE**

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

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

**Strata Corporation Insurance**

Section 149 of the Strata Property Act requires the Strata Corporation to have full replacement value insurance for the common property, common assets, buildings shown on the strata plan and fixtures built or installed on a strata lot. The insurance must cover major perils and have liability coverage for property damage and bodily injury of at least \$2,000,000. Your Strata Corporation's insurance policy is currently held with BFL Canada Insurance Services Ltd., and is insured for a full replacement value of \$27,000,000.

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

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

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**PROPERTY MANAGER'S REPORT**

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

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

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

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

**Owner Responsibilities**

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

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

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

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

**Strata Council**

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

**Resident Manager**

The Resident Manager for the corporation is Vanja Repovic, who resides with her husband in Suite #1103. Vanja can be reached at her office during the daytime at 604-681-7373. Vanja is responsible for the cleaning and maintenance of the common areas of the strata corporation, along with other day to day duties as they arise, and will assist in case of emergency situations.

**Warranty Information**

This information has not yet been provided by the developer. When this information is received, it will be documented in the minutes.

**Crosby Property Management Ltd.**

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

Providing the Council with the necessary expertise and information, quotations and support documents in order to make informed decisions, which are in the best interests of the Strata Corporation.

Providing administration and record keeping services as required under the Strata Property Act.

Providing financial management services, including the preparing of monthly financial statements and accompanying reports and budget projections.

Ensuring the building exterior and the common areas and common assets of the Strata Corporation are maintained in accordance with the Council's instructions with consideration to the financial resources available.

Assisting the Council with the formation and enforcement of bylaws, rules and other policies of the Council and the Strata Corporation.

Providing 24 hour coverage for emergencies.

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**PRESENTATION OF INTERIM FINANCIAL STATEMENTS**

The interim financial period for a new strata corporation begins the first day of the first month following the first sale, and ends the first day of the first month following the 1<sup>st</sup> AGM. At VR 2282, the Interim Financial period is from October 1<sup>st</sup> to November 30<sup>th</sup>. In accordance with Section 21 of the Strata Property Act an updated financial statement will be provided to the Council.

The Strata Property Act states that if the actual expenses are less than those budgeted for the interim budget the strata corporation must refund the excess to the owners in proportion to their respective contribution. If, however, none of the owners will individually receive a refund greater than \$100.00, the strata corporation must put the excess into its contingency reserve fund.

**FIRST ANNUAL BUDGET**

The owners were referred to the First Annual Budget, the schedule of strata fees and the accompanying notes explaining how the figures were prepared. It was moved/seconded to bring the draft budget to the floor for discussion. After some discussion, the votes were called. The results were as follows:

RESIDENTIAL BUDGET  
55 IN FAVOUR  
7 OPPOSED  
RESIDENTIAL BUDGET CARRIED

COMMERCIAL BUDGET  
2 IN FAVOUR  
0 OPPOSED  
COMMERCIAL BUDGET CARRIED

**IF YOU ARE PAYING YOUR MAINTENANCE FEES BY CHEQUES, PLEASE SEND (12) TWELVE POST-DATED CHEQUES PAYABLE TO STRATA PLAN VR 2282. THE FISCAL YEAR IS NOW IN EFFECT FROM DECEMBER 1<sup>ST</sup>, 2008 TO NOVEMBER 30<sup>TH</sup>, 2009.**

**OWNERS ON P.A.P. WILL AUTOMATICALLY HAVE THEIR WITHDRAWAL FOR STRATA FEES WITHDRAWN ON THE FIRST OF EACH MONTH.**

**OWNERS MAY ALSO PAY THEIR STRATA FEES THROUGH AUTOMATIC E-BANKING.**

**If you have any questions regarding your account, please contact Raymond Tang in our accounting department at 604-689-6978.**

**RULES**

At the request of the developer, who still owns a significant number of units in the building, a resolution was brought to the floor, asking if Owners would be willing to modify, or omit rule 6(d), which reads as follows:

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An Owner, tenant or occupant shall not:

*Rent or lease the parking space assigned by the strata corporation to his or lot to or otherwise permit that parking space to be regularly used by anyone that is not a resident of the building;*

The reason for the requested modification is that the developer would like to be able to rent out the stalls still under their ownership, if necessary, to individuals not residing in the building.

After some discussion, the request was withdrawn and not voted upon. The developer will bring this issue up with the next Council to see if other options are available.

**ELECTION OF COUNCIL**

The Chairperson advised that under the bylaws of the Strata Corporation the Council must consist of a minimum of 3 to a maximum of 7 members and that one member of Council must come from the commercial section.

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

Mark Bolton  
Sabrina Li Pak Tong  
Lily Vong  
Michael Wilcox

Jody Hatto  
Brandon Trent  
Sacha Voth  
Darcee Wise (Commercial)

It was noted that eight Owners had put their names forward. Management advised that, according to the bylaws, only seven positions were available. Those present agreed that in this case, more is better, and agreed that one volunteer would stand as an alternate, which would be decided at the first Council Meeting.

The Owners present welcomed the new Council with round of applause.

**GENERAL DISCUSSION**

The new Council came to the front of the room and the Owners present asked the Council to consider the following issues as part of their mandate over the course of the coming year:

- Landscaping
- Cameras
- Clarification of the Janitorial contract and duties
- Setting up a website for the building
- Clothes washers in the units taking too long
- The installation of mirrors in the parkade.

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There being no further business, the meeting was adjourned at 8:50 p.m. The first meeting of the Strata Council is scheduled for Tuesday, November 25<sup>th</sup>, at 6:30 in the 2<sup>nd</sup> floor meeting room.



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Dave H. Olafsson  
Property Manager  
CROSBY PROPERTY MANAGEMENT LTD.  
General Office #(604) 683-8900 (24 hours)  
[www.crosbypm.com](http://www.crosbypm.com)

<p><b>Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.</b></p>
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1212 HOWE  
RESIDENTIAL  
APPROVED FIRST ANNUAL BUDGET  
EFFECTIVE DECEMBER 1, 2008**

Alarm Monitoring	\$1,500
Building Envelope Inspection	4,500
Electricity	32,000
Elevator Maintenance	14,000
Enterphone	1,000
Fire Equipment Maintenance/ Equipment	3,500
Garbage Disposal/ Recycling	18,000
Gas	33,000
Insurance/ Licensing	32,000
Janitorial Cleaning	28,500
Landscape Maintenance	4,000
Legal Fees	1,250
Mechanical Equipment Maintenance	6,000
Miscellaneous	1,830
Pest Control	1,800
Property Management Fees	33,000
Repairs and Maintenance	\$24,000
Security	35,000
Supplies	2,800
Telephone/ Pager	1,375
Wages and Benefits	\$52,000
Water/ Sewer	22,500
Window Cleaning	9,000

Total Operating Expenses	<u>\$362,555</u>
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Contingency Reserve: 10%	<u>36,256</u>
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Total Budget	<u><u>\$398,811</u></u>
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**Note: Each Strata Lot's monthly contribution to the contingency reserve fund is calculated as follows:**

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

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**STRATA PLAN VR 2282  
1212 HOWE  
COMMERCIAL  
APPROVED FIRST ANNUAL BUDGET  
EFFECTIVE DECEMBER 1, 2008**

Building Envelope Inspection	\$200
Electricity	1,500
Elevator Maintenance	1,000
Fire Equipment Maintenance/ Equipment	500
Garbage Disposal/ Recycling	6,000
Gas	7,000
Insurance/ Licensing	6,000
Janitorial Cleaning	1,500
Landscape Maintenance	1,000
Legal Fees	250
Mechanical Equipment Maintenance	500
Miscellaneous	170
Pest Control	200
Property Management Fees	3,000
Repairs and Maintenance	1,000
Security	5,000
Supplies	200
Telephone/ Pager	125
Wages and Benefits	1,000
Water/ Sewer	5,000
Window Cleaning	2,000

Total Operating Expenses	<u>\$43,145</u>
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Contingency Reserve: 10%	<u>4,315</u>
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Total Budget	<u><u>\$47,460</u></u>
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**Note: Each Strata Lot's monthly contribution to the contingency reserve fund is calculated as follows:**

$$\frac{\text{unit entitlement of strata lot}}{\text{total unit entitlement of all strata lots}} \times \text{Contingency Reserve Fund Contributions}$$



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**STRATA PLAN VR 2282  
1212 HOWE  
APPROVED FIRST ANNUAL BUDGET  
STRATA FEES SCHEDULE  
EFFECTIVE DECEMBER 1, 2008**

<b><u>Strata Lot Number</u></b>	<b><u>Civic Address</u></b>	<b><u>Unit Entitlement</u></b>	<b><u>Residential Strata Fees</u></b>	<b><u>Commercial Strata Fees</u></b>	<b><u>Total Monthly Strata Fees</u></b>
1	732 to 746 Davie St. and 1214 to 1232 Howe St.	11,051		\$2,198.53	\$2,198.53
2	1214 Howe St.	8,829		1,756.47	1,756.47
3	301-1212 Howe St.	480	\$194.25		194.25
4	302-1212 Howe St.	541	218.93		218.93
5	303-1212 Howe St.	391	158.23		158.23
6	304-1212 Howe St.	376	152.16		152.16
7	305-1212 Howe St.	543	219.74		219.74
8	306-1212 Howe St.	482	195.06		195.06
9	307-1212 Howe St.	513	207.60		207.60
10	308-1212 Howe St.	556	225.00		225.00
11	309-1212 Howe St.	693	280.45		280.45
12	310-1212 Howe St.	521	210.84		210.84
13	311-1212 Howe St.	492	199.10		199.10
14	401-1212 Howe St.	480	194.25		194.25
15	402-1212 Howe St.	541	218.93		218.93
16	403-1212 Howe St.	391	158.23		158.23
17	404-1212 Howe St.	376	152.16		152.16
18	405-1212 Howe St.	549	222.17		222.17
19	406-1212 Howe St.	486	196.68		196.68
20	407-1212 Howe St.	513	207.60		207.60
21	408-1212 Howe St.	556	225.00		225.00
22	409-1212 Howe St.	693	280.45		280.45
23	410-1212 Howe St.	521	210.84		210.84
24	411-1212 Howe St.	492	199.10		199.10
25	501-1212 Howe St.	480	194.25		194.25
26	502-1212 Howe St.	541	218.93		218.93
27	503-1212 Howe St.	391	158.23		158.23
28	504-1212 Howe St.	376	152.16		152.16
29	505-1212 Howe St.	549	222.17		222.17
30	506-1212 Howe St.	486	196.68		196.68
31	507-1212 Howe St.	513	207.60		207.60
32	508-1212 Howe St.	556	225.00		225.00
33	509-1212 Howe St.	693	280.45		280.45
34	510-1212 Howe St.	521	210.84		210.84
35	511-1212 Howe St.	492	199.10		199.10
36	601-1212 Howe St.	480	194.25		194.25
37	602-1212 Howe St.	541	218.93		218.93
38	603-1212 Howe St.	391	158.23		158.23
39	604-1212 Howe St.	376	152.16		152.16
40	605-1212 Howe St.	549	222.17		222.17

**STRATA PLAN VR 2282**  
**1212 HOWE**  
**APPROVED FIRST ANNUAL BUDGET**  
**STRATA FEES SCHEDULE**  
**EFFECTIVE DECEMBER 1, 2008**

<b><u>Strata Lot Number</u></b>	<b><u>Civic Address</u></b>	<b><u>Unit Entitlement</u></b>	<b><u>Residential Strata Fees</u></b>	<b><u>Commercial Strata Fees</u></b>	<b><u>Total Monthly Strata Fees</u></b>
41	606-1212 Howe St.	486	196.68		196.68
42	607-1212 Howe St.	513	207.60		207.60
43	608-1212 Howe St.	556	225.00		225.00
44	609-1212 Howe St.	693	280.45		280.45
45	610-1212 Howe St.	521	210.84		210.84
46	611-1212 Howe St.	492	199.10		199.10
47	701-1212 Howe St.	480	194.25		194.25
48	702-1212 Howe St.	541	218.93		218.93
49	703-1212 Howe St.	391	158.23		158.23
50	704-1212 Howe St.	376	152.16		152.16
51	705-1212 Howe St.	549	222.17		222.17
52	706-1212 Howe St.	486	196.68		196.68
53	707-1212 Howe St.	513	207.60		207.60
54	708-1212 Howe St.	556	225.00		225.00
55	709-1212 Howe St.	693	280.45		280.45
56	710-1212 Howe St.	521	210.84		210.84
57	711-1212 Howe St.	492	199.10		199.10
58	801-1212 Howe St.	480	194.25		194.25
59	802-1212 Howe St.	541	218.93		218.93
60	803-1212 Howe St.	391	158.23		158.23
61	804-1212 Howe St.	376	152.16		152.16
62	805-1212 Howe St.	549	222.17		222.17
63	806-1212 Howe St.	486	196.68		196.68
64	807-1212 Howe St.	513	207.60		207.60
65	808-1212 Howe St.	556	225.00		225.00
66	809-1212 Howe St.	693	280.45		280.45
67	810-1212 Howe St.	521	210.84		210.84
68	811-1212 Howe St.	492	199.10		199.10
69	901-1212 Howe St.	480	194.25		194.25
70	902-1212 Howe St.	541	218.93		218.93
71	903-1212 Howe St.	391	158.23		158.23
72	904-1212 Howe St.	376	152.16		152.16
73	905-1212 Howe St.	549	222.17		222.17
74	906-1212 Howe St.	486	196.68		196.68
75	907-1212 Howe St.	513	207.60		207.60
76	908-1212 Howe St.	556	225.00		225.00
77	909-1212 Howe St.	693	280.45		280.45
78	910-1212 Howe St.	521	210.84		210.84
79	911-1212 Howe St.	492	199.10		199.10
80	1001-1212 Howe St.	480	194.25		194.25
81	1002-1212 Howe St.	541	218.93		218.93

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1212 HOWE  
APPROVED FIRST ANNUAL BUDGET  
STRATA FEES SCHEDULE  
EFFECTIVE DECEMBER 1, 2008**

<b>Strata Lot Number</b>	<b>Civic Address</b>	<b>Unit Entitlement</b>	<b>Residential Strata Fees</b>	<b>Commercial Strata Fees</b>	<b>Total Monthly Strata Fees</b>
82	1003-1212 Howe St.	391	158.23		158.23
83	1004-1212 Howe St.	376	152.16		152.16
84	1005-1212 Howe St.	549	222.17		222.17
85	1006-1212 Howe St.	486	196.68		196.68
86	1007-1212 Howe St.	513	207.60		207.60
87	1008-1212 Howe St.	556	225.00		225.00
88	1009-1212 Howe St.	693	280.45		280.45
89	1010-1212 Howe St.	521	210.84		210.84
90	1011-1212 Howe St.	492	199.10		199.10
91	1101-1212 Howe St.	480	194.25		194.25
92	1102-1212 Howe St.	543	219.74		219.74
93	1103-1212 Howe St.	731	295.82		295.82
94	1104-1212 Howe St.	549	222.17		222.17
95	1105-1212 Howe St.	486	196.68		196.68
96	1106-1212 Howe St.	513	207.60		207.60
97	1107-1212 Howe St.	556	225.00		225.00
98	1108-1212 Howe St.	693	280.45		280.45
99	1109-1212 Howe St.	519	210.03		210.03
100	1110-1212 Howe St.	492	199.10		199.10
101	1201-1212 Howe St.	480	194.25		194.25
102	1202-1212 Howe St.	543	219.74		219.74
103	1203-1212 Howe St.	731	295.82		295.82
104	1204-1212 Howe St.	549	222.17		222.17
105	1205-1212 Howe St.	486	196.68		196.68
106	1206-1212 Howe St.	513	207.60		207.60
107	1207-1212 Howe St.	556	225.00		225.00
108	1208-1212 Howe St.	693	280.45		280.45
109	1209-1212 Howe St.	519	210.03		210.03
110	1210-1212 Howe St.	492	199.10		199.10
111	1401-1212 Howe St.	480	194.25		194.25
112	1402-1212 Howe St.	543	219.74		219.74
113	1403-1212 Howe St.	731	295.82		295.82
114	1404-1212 Howe St.	549	222.17		222.17
115	1405-1212 Howe St.	486	196.68		196.68
116	1406-1212 Howe St.	513	207.60		207.60
117	1407-1212 Howe St.	556	225.00		225.00
118	1408-1212 Howe St.	693	280.45		280.45
119	1409-1212 Howe St.	519	210.03		210.03
120	1410-1212 Howe St.	492	199.10		199.10
121	1501-1212 Howe St.	480	194.25		194.25
122	1502-1212 Howe St.	543	219.74		219.74

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APPROVED FIRST ANNUAL BUDGET  
STRATA FEES SCHEDULE  
EFFECTIVE DECEMBER 1, 2008**

<u>Strata Lot Number</u>	<u>Civic Address</u>	<u>Unit Entitlement</u>	<u>Residential Strata Fees</u>	<u>Commercial Strata Fees</u>	<u>Total Monthly Strata Fees</u>
123	1503-1212 Howe St.	731	295.82		295.82
124	1504-1212 Howe St.	549	222.17		222.17
125	1505-1212 Howe St.	486	196.68		196.68
126	1506-1212 Howe St.	513	207.60		207.60
127	1507-1212 Howe St.	556	225.00		225.00
128	1508-1212 Howe St.	693	280.45		280.45
129	1509-1212 Howe St.	519	210.03		210.03
130	1510-1212 Howe St.	492	199.10		199.10
131	1601-1212 Howe St.	480	194.25		194.25
132	1602-1212 Howe St.	543	219.74		219.74
133	1603-1212 Howe St.	731	295.82		295.82
134	1604-1212 Howe St.	549	222.17		222.17
135	1605-1212 Howe St.	486	196.68		196.68
136	1606-1212 Howe St.	513	207.60		207.60
137	1607-1212 Howe St.	556	225.00		225.00
138	1608-1212 Howe St.	693	280.45		280.45
139	1609-1212 Howe St.	519	210.03		210.03
140	1610-1212 Howe St.	492	199.10		199.10
141	1701-1212 Howe St.	813	329.01		329.01
142	1702-1212 Howe St.	747	302.30		302.30
143	1703-1212 Howe St.	838	339.13		339.13
144	1704-1212 Howe St.	838	339.13		339.13
145	1705-1212 Howe St.	733	296.63		296.63
146	1706-1212 Howe St.	850	343.98		343.98
147	1801-1212 Howe St.	788	318.89		318.89
148	1802-1212 Howe St.	747	302.30		302.30
149	1803-1212 Howe St.	813	329.01		329.01
150	1804-1212 Howe St.	814	329.41		329.41
151	1805-1212 Howe St.	732	296.23		296.23
152	1806-1212 Howe St.	827	334.67		334.67
			<u>102,004</u>	<u>\$33,234.12</u>	<u>\$3,955.00</u>
					<u>\$37,189.12</u>

Yearly Strata Fees

\$446,269.44

Total U/E Residential  
Total U/E Commercial

82,124  
19,880



## **ONLINE/TELEPHONE BANKING**

**Crosby offers you convenience!**

**Crosby Property Management Ltd.** has established electronic banking relationships with the major chartered banks and all participating credit unions in BC (i.e. Vancity, Coast Capital Savings, etc.) to make it easier for you to remit your strata fees, special levies, etc.

### **I'M INTERESTED, HOW DO I DO THIS?**

1. Go to bill payment option and set up “**Crosby Property Management Ltd. (Strata)**” as a vendor.
2. You will be required to provide your **Crosby personally assigned unique reference number** (without dashes or spaces). This number can be found in your Crosby correspondence.
3. Enter your payment amount and payment date. You should also be able to set this up as a recurring payment every month.

### **WHEN SHOULD I MAKE MY PAYMENTS?**

It takes 1 to 3 business days for us to receive your payment depending on your financial institution. Please note it is the customer's responsibility to ensure that payments are received by Crosby Property Management Ltd. by the due date to avoid any late payment fines.

**MINUTES  
OF THE FIRST COUNCIL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

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Held on Tuesday, November 25, 2008 at 6:30 p.m.  
Within the Meeting Room

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<b>COUNCIL IN ATTENDANCE:</b>	Michael Wilcox	President
	Sacha Voth	Vice President
	Jody Hatto	Treasurer
	Darcee Wise	Commercial
	Mark Bolton	
	Brandon Trent	
	Sabrina Li Pak Tong	
	Lily Vong	
<b>PROPERTY MANAGER:</b>	Dave H. Olafsson	Crosby Property Management Ltd.

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The meeting was called to order at 6:31 p.m by the Property Manager, Dave H. Olafsson.

**WELCOME NEW COUNCIL**

As this was the first meeting of the first Strata Council of VR 2282, management took a few minutes to discuss the working relationship between Council and management. The *Strata Property Act* dictates how a strata corporation must be run, however the relationship between management and a council is less well defined. Management also commented on councils which are effective, as opposed to councils which are less effective. These issues were discussed at length so that all Council members understood their duties and responsibilities for the coming year. It was also emphasized by management that a strata corporation is an ongoing work in progress and that some issues may be resolved quickly, while others may take more time.

**APPOINTMENT OF POSITIONS**

The first order of business was to appoint a President, Vice President and Treasurer, along with any other committees as required. After some discussion, the following positions were agreed upon:

President	Michael Wilcox
Vice President	Sacha Voth
Treasurer	Jody Hatto
Landscaping	Mark Bolton
Deficiency Committee	Lily Vong, Mark Bolton and Michael Wilcox
Security	Sacha Voth and Mark Bolton

**GUEST BUSINESS** – None.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on Tuesday, November 25, 2008**

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**CARETAKER BUSINESS**

Council reviewed a brief report as presented by Vanja.

**APPROVAL OF PREVIOUS MINUTES**

As this was the first Council meeting there were no previous minutes to approve.

**APPROVAL OF FINANCIAL STATEMENTS**

The first financial statement for the strata will begin December 2008. Given this fact, there were no financial statements to approve.

- **Strata Fees:** It was noted by some Owners that the budget which was approved at the AGM contained slightly higher strata fees than the budget in the disclosure statement. As per the requirements of the Strata Property Act, this is because the disclosure statement contains a budget with a contribution to the Contingency Reserve Fund of 5%, which is paid the developer. When the interim budget ends, and the regular budget begins, the contribution to the Contingency Reserve Fund is raised to 10% and is paid by the Owners.

**REPORT ON UNAPPROVED EXPENDITURES**

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

**REPORT ON LITIGATION**

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

**MANAGEMENT DIRECTIVES**

Council reviewed the directives having been undertaken by management since the last meeting and concluded that all was in order.

**DEVELOPER ISSUES**

Council discussed some developer related issues. After some discussion, the following were agreed upon:

- The deficiency committee will conduct a walkabout through all the common areas of the building, interior and exterior to ascertain any developer related “deficiencies” which, in the opinion of the Council, should be attended to by the developer.
- Council discussed the resident manager’s contract, which is still being discussed and finalized.
- Developer Warranties – these will be noted in the next minutes.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on Tuesday, November 25, 2008**

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- Parking Stall Rentals: At the AGM, a motion was put forward by the developer to modify Parking, Rule B. 6. (d), which reads as follows:

*An Owner, Tenant, or Occupant shall not:*

*rent or lease the parking space assigned by the strata corporation to his or her lot to or otherwise permit that parking space to be regularly used by anyone that is not a resident of the building;*

This issue was discussed at the Annual General Meeting and ultimately the motion to amend was withdrawn. The developer brought this up again at the Strata meeting, asking if an exception could be made, or a modification to the rule, such that Owners could rent their stalls to non-residents. After some discussion, it was RESOLVED by Council not to modify, or make any exceptions to the rule. CARRIED.

**BUSINESS ARISING FROM PREVIOUS MINUTES** – None.

**CORRESPONDENCE**

Council reviewed four items of correspondence.

**NEW BUSINESS**

Carpet Cleaning / Service Master Quotation

Council reviewed a quotation from Service Master to provide bi-annually professional cleaning of the carpets. It was moved/seconded to approve this quotation. CARRIED.

Parkade

Council discussed the parkade and ways to improve the security, safety and also the aesthetics of the parkade. This issue will be discussed again at the next meeting. In the meantime, it was moved/seconded to install four convex mirrors to improve the safety of vehicular traffic in order to remove “blind spots” which are evident. CARRIED.

Novus

Council reviewed a quotation from Novus Corporation to provide internet and television services in the building. After some discussion, it was moved/seconded to approve this quotation. CARRIED. There will be no cost to the building. Once the system is installed, Owners will have a choice between Telus and Novus.



**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on Tuesday, November 25, 2008**

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Strata Corporation Living

Some Owners may be new to Strata Corporation living. Anyone with questions regarding how a Strata Corporation works, or what is expected of Owners, should contact the Property Manager with any questions. Below are listed some of the main issues that normally arise:

**Bylaws / Unit Modifications**

Owners are advised / reminded that being a part of a Strata Corporation obligates all owners and residents to abide by the bylaws of Strata Corporation. These bylaws were included as part of the disclosure statement, which all Owners received when they purchased their unit.

The Strata Council would like to emphasize that any changes to the interior of a strata lot, including the addition of hardwood or laminate flooring, cannot be done without prior Council approval. Any owners wishing to make modifications to their unit must first contact the Property Manager so that the issue can be brought before Council. The following excerpt from the bylaws is provided:

2.5.1 Subject to Division 14, an owner must obtain the written approval of the Strata Corporation before making an alteration to a strata lot that involves any of the following:

- a. the structure of a building;
- b. the exterior of a building;
- c. chimneys, stairs, balconies or other things attached to the exterior of a building;
- d. doors, windows or skylights on the exterior of a building, or that front on the common property;
- e. fences, railings or similar structures that enclose a patio, balcony or yard; common property located within the boundaries of a strata lot; wiring, plumbing, piping or other services;
- f. those parts of the strata lot which the strata corporation must insure under section 149 of the Act; and
- g. the exterior appearance of the strata lot and its balcony or the building, including but not limited to the painting of exterior parts of the building, or the attachment of sun screens or green houses.

**Bylaws / Hardwood Flooring**

2.5.4 All flooring materials will be such as to minimize noise transmission to the strata lot immediately below or adjacent thereto. All flooring materials must have the equivalent or greater noise suppression qualities as those installed by the developer. All hardwood floor installations must be approved in advance of installation by the Strata Council.

It is also emphasized here, as it was at the first Annual General Meeting, the hardwood, or laminate flooring is not covered under the Strata Corporation's insurance policy. Owners must obtain separate insurance for such "upgrades" under their own homeowner policies.

### **Bylaws / Noise**

Council discussed issues relating to noise and it was the unanimous opinion of Council to adopt a stern policy toward any units that cause unnecessary “disturbances”. Owners are advised / reminded of the following bylaw of the Strata Corporation:

#### **2.3. Use of Property**

2.3.1 An owner, tenant, occupant or visitor must not use a strata lot, the common property, limited common property, or common assets in a way that:

- a. causes a nuisance or hazard to another person, including, but not limited to by way of noise, light, vibration and/or smell,
- b. causes unreasonable noise,
- c. unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot,
- d. is illegal, or
- e. is contrary to a purpose for which the strata lot, common property or limited common property is intended as shown expressly or by necessary implication on or by the strata plan.

Owners and residents are politely requested to be courteous and respectful of the rights of other residents to peace and quiet in their homes. Thank you.

### **Garbage Disposal**

Owners are advised / reminded that only normal household garbage is to be put in the garbage container. Other items must be disposed of separately at the cost of the disposer.

### **Security**

Residents are advised / reminded that security is everyone’s responsibility. Currently the building has roving security five nights a week. Council will be working on ways to improve security. However, the following common sense behaviours are the best way to keep a building secure:

- Wait for the parkade gate to fully close before entering or exiting the parkade.
- Do not let anyone into the building you do not know.
- Do not leave any fobs or valuables in your car.
- Any suspicious activity should be reported to the police.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on Tuesday, November 25, 2008**

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**Bylaws / Rentals**

There is no rental restriction at VR 2282. Please note the following bylaw regarding rentals:

**21.1. Rentals**

21.1.1 A Form K must be submitted to the strata corporation within 2 weeks of the tenancy commencing.

21.1.2 A fine of \$50 shall be levied against the strata lot every month until the Form K is received by the strata corporation.

21.1.3 An owner must provide a copy of these bylaws to each new tenant.

21.1.3 No strata lot may be rented unless for a term of at least six (6) months and pursuant to a written rental agreement with the owner and wherein the tenant agrees to strictly observe all of the provisions of these bylaws.

Council discussed the rental situation in the building. Currently, a significant amount of units in the building are rented. There are good tenants and bad tenants, just as there are good Owners and bad Owners. However, a building with a significant amount of tenanted units will face significantly more noise-related issues and other problems associated with high-tenanted buildings.

If you are a non-resident Owner who has rented their unit, please be advised that the Strata Council expects you to be a Landlord who cares about the building, and not simply to treat it as an investment to be sold at a later date. To emphasize this, the Strata Council is adopting a zero-tolerance policy toward tenanted units.

After some discussion it was moved/seconded that each unit (whether tenanted or Owner-occupied), if there are noise complaints or any other kind of disturbances, will receive one written warning. After that, each noise disturbance will result in a fine of \$200 placed on the unit for each and every incident. CARRIED.

The Property Manager advised that, although a significant portion of the building is rented, management had thus far received less than 15 Form K's. After some discussion, it was moved/seconded that non-resident Owners will be given until January 15<sup>th</sup> to provide a Form K for any unit which is tenanted. After that date, beginning February 1<sup>st</sup>, 2009, any units which are rented but have not supplied a Form K will be fined an amount of \$50 for each month a unit is tenanted without a Form K on file at the management office. CARRIED.

Non-resident Owners should note that a Form K, along with a notice regarding rentals, has been attached to these minutes. Thank you from your Strata Council.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on Tuesday, November 25, 2008**

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There being no further business, the meeting was adjourned at 8:29 p.m. The next meeting of the Strata Council is scheduled for Tuesday, January 27, 2009 at 6:30 p.m. in the Meeting Room.

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Dave H. Olafsson  
Property Manager  
CROSBY PROPERTY MANAGEMENT LTD.  
General Office # (604) 683-8900 (24 Hours)  
[www.crosbypm.com](http://www.crosbypm.com)

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**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

---

Held on Tuesday, January 27, 2009 at 6:30 p.m.  
Within the Meeting Room

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<b>COUNCIL IN ATTENDANCE:</b>	Michael Wilcox	President
	Sacha Voth	Vice-President
	Jody Hatto	Treasurer
	Sabrina Li Pak Tong	
	Brandon Trent	
	Lily Vong	
	Darcee Wise	
<b>REGRETS:</b>	Mike Bolton	
<b>PROPERTY MANAGER:</b>	Dave H. Olafsson	Crosby Property Management Ltd.

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The meeting was called to order at 6:32 p.m. by the Property Manager, Dave H. Olafsson.

**DELEGATION / SECURITY**

Council welcomed Kyle Mutters and Elijah Danielson from Cascade Communications & Security who spoke briefly to the Strata Council about expanding the current video surveillance system. Currently, the building has four video cameras, which cover only certain areas of the building. This system was installed just over a year ago by Cascade, as the building was being prepared for conversion to a strata.

Council reviewed a quotation from Cascade, which would allow the installation of 12 additional video cameras. Council reviewed the quotation and asked questions of Kyle and Elijah. At 6:55 p.m. Kyle and Elijah left the meeting. Council was of the opinion that an enhanced video system would benefit the building. However, before any decision is made, management was requested to obtain two additional quotations. This issue will be discussed again at the next Council meeting.

**CARETAKER BUSINESS**

- Council welcomed Saleem Dhalla to the building as the new resident manager. Saleem has been working for the building since January 9<sup>th</sup>, 2009. Saleem has replaced Vanja, who has been moved by Wall Financial to another building. Council would like to thank Vanja for her past service to the building during its brief time as a strata. Vanja was the resident manager in the building for many years. Council wishes Vanja the best in her future endeavours and welcomed Saleem.
- Council reviewed the caretaker report as provided by Saleem.

**Minutes of the Council Meeting  
The Owners Strata Plan VR 2282  
Held on January 27, 2009**

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**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held November 25, 2008 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

Deferred.

**REPORT ON UNAPPROVED EXPENDITURES**

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

**REPORT ON LITIGATION**

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

**MANAGEMENT DIRECTIVES**

Council reviewed the directives having been undertaken by management since the last meeting and concluded that all was in order.

**DEVELOPER ISSUES**

- The developer is in receipt of the common area deficiency list as generated by Council after the last meeting. The developer advised that all deficiencies are being attended to.
- Developer Warranties  
These have been received by the Strata Council.
- Washing Machines  
Some residents have expressed concern that the washing machines cycle can range anywhere from 1.5 to 2.5 hours. Council considers this amount of time excessive and asked that a letter be sent to the developer about this, requesting if a solution could be found to reduce the cycle time.
- As noted in the previous minutes, the Strata Council had authorized the installation of convex mirrors in the parkade to improve safety of vehicular traffic in order to remove blind spots, which are evident. The developer has kindly offered to pay for this installation.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on January 27, 2009**

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**BUSINESS ARISING FROM PREVIOUS MINUTES**

**Bylaws / Rental / Form K**

Owners are advised / reminded that any unit being rented must provide a signed Form K to the management company within two weeks of the commencement of the tenancy. It was noted that in the previous minutes that each unit rented would be given until February 1<sup>st</sup>, 2009 to comply with the bylaw, and to have the Form K on file with management. It was noted in the minutes of November 25<sup>th</sup>, 2008 that each unit, which did not supply a Form K would be fined an amount of \$50.00 for each month the unit is tenanted without a Form K on file at the management office. Owners are strongly advised to have the Form K into the Crosby offices before February 1<sup>st</sup>, 2009 in order to avoid fines being levied. The Strata Council has advised that no exceptions will be made to the fines if the Form K is not received.

**CORRESPONDENCE**

Council reviewed seven items of correspondence.

**NEW BUSINESS**

**Security**

- Council discussed various ways to improve the security of the building. After some discussion, it was moved/seconded to approve the installation of a security card reader for the ground level door by the elevator leading to the service corridor / garage loading area. CARRIED. This door is currently unsecured and people who enter the building illegally through the parkade can work their way into the lobby area and vice-versa. The installation of a card reader on the noted door will stop this.
- Cascade Security provided costs to upgrade the enterphone such that it will take a digital recording of each face for future reference, if required. After some discussion, it was moved/seconded to approve this installation. CARRIED.
- Enterphone: Owners are advised / reminded that the enterphone may be viewed on channel 399.
- Owners and residents are reminded not to let anyone into the building they do not know, and to call 911 to report any suspicious activity.

**Tragic Incident**

Sadly, on the evening of December 21<sup>st</sup>, 2008, an individual on the 15<sup>th</sup> floor jumped to her death. An insurance claim has been opened and the Strata Corporation will pay the deductible of \$1,000.00.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on January 27, 2009**

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There being no further business, the meeting was adjourned at 8:20 p.m. The next meeting of the Strata Council is scheduled for Monday, March 2<sup>nd</sup>, 2009 at 6:30 p.m. within the Meeting Room.

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

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**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

---

Held on Tuesday, April 14th, 2009 at 6:30 p.m.  
Within the Meeting Room

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<b>COUNCIL IN ATTENDANCE:</b>	Michael Wilcox	President
	Sacha Voth	Vice-President
	Jody Hatto	Treasurer
	Mark Bolton	
	Brandon Trent	
	Lily Vong	
	Darcee Wise	

**REGRETS:** Sabrina Li Pak Tong

<b>PROPERTY MANAGER:</b>	Dave H. Olafsson	Crosby Property Management Ltd.
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The meeting was called to order at 6:31 p.m. by the Property Manager, Dave H. Olafsson.

**COUNCIL MEMBER RESIGNATION**

Council President, Michael Wilcox advised that he had sold his unit and would be leaving the building shortly. Council would like to thank Michael for this service to the building and wishes him all the best in his future endeavours. Following the current meeting, the current Vice-President Sacha Voth will assume the duties of President and Mark Bolton will assume the duties of Vice-President.

**DELEGATION / OWNER ISSUES**

Council welcomed the Owner of SL #106, whose unit has been receiving some noise complaints. The Owner discussed this issue with Council, stating that in his opinion, the complaints were an over-reaction. Council will forward a letter to the unit making the complaints asking them to please be tolerant of modest noise; as such noise is normal in a strata corporation. However, Council will continue to monitor the situation and take any necessary action as required.

Council welcomed the Owner of SL #83. The Owner of this unit expressed concern over second-hand smoke, which she says she can notice in her unit and is causing her discomfort. The Owner of this unit discussed this issue at length with Council and provided documentation regarding recent legal decisions regarding second hand smoke in strata corporations, as well as information regarding the danger of second hand smoke. The Owner of this unit asked that letters be sent to three units in her proximity, requesting that the smokers in those units cease smoking immediately. The Owner of SL #83 also asked Council to consider bringing forward a proposed bylaw at the next Annual, or Special General Meeting, to make the building a completely non-smoking building. Council is taking this request under advisement. Management will send letters to the noted units. Council will continue to monitor the situation and take any necessary action as required.

**Minutes of the Council Meeting  
The Owners Strata Plan VR 2282  
Held on April 14, 2009**

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**CARETAKER BUSINESS**

- Council reviewed the caretaker report as provided by Saleem.
- It was noted that Saleem has completed his probationary period. After some discussion, it was moved/seconded to remove Saleem from the probationary phase of his contract and welcome him to the building as the Resident Manager without restrictions. CARRIED.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was noted that Mark Bolton, incorrectly noted as Mike Bolton in the previous minutes, was listed as having not been at the meeting. Mark was indeed at the meeting. This correction having been made, it was moved/seconded to approve the Minutes of the Council Meeting held January 27, 2009 as amended. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

It was moved/seconded to approve the financial statements for December 2008, January and February 2009. CARRIED.

- Receivables  
Council reviewed the receivables report.

**REPORT ON UNAPPROVED EXPENDITURES**

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

**REPORT ON LITIGATION**

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

**MANAGEMENT DIRECTIVES**

Council reviewed the directives having been undertaken by management since the last meeting and concluded that all was in order.

**DEVELOPER ISSUES**

- Washing Machines - As noted in the previous minutes, some residents have expressed concern that the washing machines cycle can range anywhere from 1.5 to 2.5 hours. The developer advised that they are not able to do anything about this, as the machines were in place when the building was sold. However, the developer was asked if a discount can be achieved for anyone wishing to replace their washing machine. The developer advised that they would investigate such an option.
- The deficiency list continues to be attended to.

**Minutes of the Council Meeting  
The Owners Strata Plan VR 2282  
Held on April 14, 2009**

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**BUSINESS ARISING FROM PREVIOUS MINUTES**

Security

Council reviewed quotations to add security cameras to the building. After some discussion, it was moved/seconded not to make any security camera upgrades at this time. CARRIED.

**CORRESPONDENCE**

Council reviewed 12 items of correspondence.

**NEW BUSINESS**

Engineer Report / Envelope

In order to properly maintain the building envelope as the years go by, Council discussed having the building envelope reviewed/inspected by a qualified engineer. Management will investigate these costs.

Plumbing / Water

Owners are strongly advised not to do any of their own plumbing in the building. Owners are advised / reminded that costs relating to the escape of water due to negligence can be charged back to the unit. Owners are advised that Latham's has the contract for the mechanical and plumbing services for the building. Owners wishing to modify any plumbing-related fixtures in their units are encouraged to call Latham's for such work. Latham's can be reached at 604-683-2321. Thank you from your Strata Council.

There being no further business, the meeting was adjourned at 8:21 p.m. The next Council meeting is scheduled for Tuesday, May 19, 2009 at 6:30 p.m.

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

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**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

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Held on Tuesday, May 19th, 2009 at 6:30 p.m.  
Within the Meeting Room

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<b>COUNCIL IN ATTENDANCE:</b>	Sascha Voth	President
	Mark Bolton	Vice-President
	Jody Hatto	Treasurer
	Sabrina Li Pak Tong	
	Brandon Trent	
	Lily Vong	
	Darcee Wise	
<b>PROPERTY MANAGER:</b>	Dave H. Olafsson	Crosby Property Management Ltd.

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The meeting was called to order at 6:32 p.m. by the Property Manager, Dave H. Olafsson.

**CARETAKER BUSINESS**

Council reviewed the caretaker report as presented by Saleem.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held April 14th, 2009 as circulated.  
CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

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

- Receivables List  
Council reviewed the receivables list.
- Council noted that three units were nearing \$1,500.00 each in arrears. Management advised that these units had received courtesy calls and warning letters regarding their accounts, but that no responses had been received. After some discussion, it was moved/seconded to place liens on these units. CARRIED. Owners are advised that it is their responsibility to keep their accounts up to date at all times. Thank you to all Owners who pay their maintenance fees on time.
- Owners with questions about their account may contact Austin Thorne, in the Crosby Accounting Department. Austin handles the accounts receivables for VR 2282. Austin's direct line is 604-689-6978. Thank You.

### **REPORT ON UNAPPROVED EXPENDITURES**

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

### **REPORT ON LITIGATION**

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

### **MANAGEMENT DIRECTIVES**

It was noted that the grass had grown to exceptional lengths before the first cut of the summer. Management apologized for this. Council reviewed the directives having been undertaken by management since the last meeting and, except for the long grass, concluded that all was in order.

### **DEVELOPER ISSUES**

- Washing Machines - As noted in the previous minutes, some residents have expressed concern that the washing machines cycle can range anywhere from 1.5 to 2.5 hours. The developer advised that they are not able to do anything about this, as the machines were in place when the building was sold. The developer has advised, however, that a new product from the manufacturer is coming on the market at the end of this year, which may decrease the washing time.
- Deficiencies - All noted deficiencies are expected to be completed by the end of May.

### **BUSINESS ARISING FROM PREVIOUS MINUTES**

#### **Engineering Report / Envelope**

Council reviewed a quotation from the engineering firm Spratt Emanuel Engineering Ltd., to have a Visual Building Envelope Condition Review. Council will review a second quotation at the next meeting and decide on a course of action at that time.

### **CORRESPONDENCE**

Council reviewed 14 items of correspondence.

### **NEW BUSINESS**

#### **Birds on Roof**

Council reviewed a quotation from Care Pest Control to deal with the issues of birds on the roof and the resultant annoyances. Council will review a second quotation at the next meeting and decide on a course of action at that time.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on May 19, 2009**

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Meeting Room

Owners are advised that the Meeting Room, located on the third floor, is now ready for use. The developer will be installing a table and chairs shortly. Council discussed the use of the room. After some discussion, it was moved/seconded to adopt the following, to be known as "E – Meeting Room" regarding the Rules of the Meeting Room:

E. Meeting Room

- 1) *Owners wishing to use the Meeting Room must first fill out the "Meeting Room" form with the Resident Manager.*
- 2) *The Room must be vacated no later than 10:00 p.m.*
- 3) *No alcohol is permitted in the room at any time.*
- 4) *It is the responsibility of those using the room to leave it as it was found -- in a clean and proper condition. Any damage or cleaning required after a use will be charged-back.*
- 5) *Owners may not use the room for any sort of profit or business. Owners wishing an exception to this rule may make an application to the Strata Council.*
- 6) *The Strata Council reserves the right to restrict the use of the Room to any Owner.*

CARRIED.

Tim Horton's / Rental Space

Council reviewed an application from Tim Horton's to use part of the Strata Corporation garbage room as a storage area. Council is agreeable to the request, subject to a lease being signed by Tim Horton's and an appropriate amount to be paid to the Strata Corporation each month for the use of the space. These details are being worked out.

Budget Surplus / Options

Owners are advised that the operating budget, which was prepared by the developer and which is currently in use until the end of the fiscal year, which is November 30<sup>th</sup>, is producing a significant surplus each month. This surplus continues to grow and is a good problem to have, rather than a budget deficit. Section #105 of the Strata Property Act offers the following options regarding surplus budgets. The excess funds can be:

- a) transferred into the contingency reserve fund;
- b) carried forward as part of the operating fund, as a surplus;
- c) used to reduce the total contribution to the next fiscal year's operating fund.

One of these options is normally chosen at the end of the current fiscal year in question. Another option is available, however. Rather than lowering the fees in the budget for the second fiscal year, Council discussed possibly holding a Special General Meeting this summer in order to pass a "new" budget that would more correctly reflect operating costs. This new budget would reduce fees sooner, rather than having to wait for the Second Annual General Meeting, which won't take place until mid-January 2010. Management will draw up a new proposed budget and this issue will be discussed again at the next Council meeting.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on May 19, 2009**

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There being no further business, the meeting was adjourned at 8:19 p.m. The next Council meeting is scheduled for June 23<sup>rd</sup>, 2009 at 6:30 p.m. in the meeting room.

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Dave H. Olafsson  
Property Manager  
CROSBY PROPERTY MANAGEMENT LTD.  
General Office # (604) 683-8900 (24 Hours)  
[www.crosbypm.com](http://www.crosbypm.com)

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**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

---

Held on Tuesday, June 23, 2009 at 6:30 p.m.  
Within the Meeting Room

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<b>COUNCIL IN ATTENDANCE:</b>	Sascha Voth	President
	Mark Bolton	Vice-President
	Jody Hatto	Treasurer
	Sabrina Li Pak Tong	
	Lily Vong	
	Darcee Wise	
<b>REGRETS:</b>	Brandon Trent	
<b>PROPERTY MANAGER:</b>	Dave H. Olafsson	Crosby Property Management Ltd.

---

The meeting was called to order at 6:31 p.m. by the Council President, Sascha Voth.

**CARETAKER BUSINESS** - Council reviewed the caretaker report as presented by Saleem.

**APPROVAL OF COUNCIL MEETING MINUTES**

- It was noted in the previous minutes of May 19, 2009 that the meeting room was located on the 3<sup>rd</sup> floor. The meeting room is actually on the 2<sup>nd</sup> floor. It was also noted in the previous minutes that the developer advised that perhaps a different version of the washing machines could be on the market at the end of the year. It is not known whether they will be faster at this time. Owners are advised that this product is available for purchase and is not being supplied by the developer. These corrections / clarifications having been made, it was moved/seconded to approve the Minutes of the Council Meeting held May 19, 2009 as amended. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

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

- Receivables List  
Council reviewed the receivables list.
- Budget Surplus  
Council discussed the budget surplus, which continues to grow. After some discussion it was moved/seconded to have a Special General Meeting in order to pass a new budget, retroactive to June 1<sup>st</sup>, which will reduce maintenance fees by no more than 10%. Notice of meeting will be mailed out shortly.



### **REPORT ON UNAPPROVED EXPENDITURES**

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

### **REPORT ON LITIGATION**

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

### **MANAGEMENT DIRECTIVES**

Council reviewed the directives having been undertaken by management since the last meeting and concluded that all was in order.

### **DEVELOPER ISSUES**

- Deficiencies – In order to close the issue of developer deficiencies, Council will send a final list to Wall Financial Corporation for a response on whether or not action will be taken on the remaining items.

### **BUSINESS ARISING FROM PREVIOUS MINUTES**

#### **Engineering Report/Envelope**

The decision is pending until the Council is provided with a copy of the envelope survey that was performed as part of the disclosure statement.

#### **Birds on Roof**

Council reviewed two quotations from pest control companies to deal with the issues of birds on the roof and the resultant annoyances. After some discussion, it was decided that the issue perhaps is not urgent enough at this time to warrant the expense of spikes on the roof. This being the case, it was decided to defer any implementation of bird spikes.

#### **Tim Horton's Rental Space**

The decision to accept Tim Horton's offer is pending until the Council is provided with a contract that would include naming the appropriate landlord and wording to indicate that the appropriate permits would be in place. The Strata Council has also requested rates on comparative storage space and will make a decision based on that information.

### **CORRESPONDENCE**

Council reviewed 14 items of correspondence.

**Minutes of the Council Meeting  
The Owners Strata Plan VR 2282  
Held on Tuesday, June 23, 2009**

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**NEW BUSINESS**

Parkade Powerwashing / Cleaning

After some discussion, it was moved/seconded to approve the quotation from M.R. Landscaping & Building Services on the condition that the contract is updated to indicate that M.R. Landscaping is properly insured and that all applicable taxes are included.

Window Washing

Approved, pending Darcee's possible acquisition of a discount.

There being no further business, the meeting was adjourned at 8:10 p.m. The next Council meeting is scheduled for Tuesday, August 23, 2009 at 6:30 p.m. in the meeting room.

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Dave H. Olafsson  
Property Manager  
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**MINUTES  
OF THE SPECIAL GENERAL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

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Held on Thursday, August 6, 2009 at 7:00 p.m.  
Within the Building Lobby - 1212 Howe

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The meeting was called to order at 7:01 p.m. by Council President, Sascha Voth, who acted as Chairperson. Crosby Property Management Ltd. was represented by Dave H. Olafsson.

**CALLING THE ROLL AND CERTIFICATION OF PROXIES**

The attendance register confirmed at the time of commencement of the meeting there were 13 eligible voters in attendance and 43 represented by proxy for a total of 56. The quorum requirements having been achieved, the meeting was deemed competent to proceed with the business at hand.

**PROOF OF NOTICE**

It was moved/seconded that the notice dated July 17, 2009 complied with the notice requirements of the *Strata Property Act*. CARRIED.

**APPROVAL OF GENERAL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Annual General Meeting held November 3, 2008 as circulated. CARRIED.

**CONSIDERATION OF RESOLUTION "A" MAJORITY VOTE – REVISED BUDGET**

It was moved/seconded to bring Resolution "A" to the floor for discussion:

**Be it resolved that the Owners**, Strata Corporation VR 2282, be authorized to pass the attached revised budget, with reduced maintenance fees of approximately 10% based on unit entitlement, for the remaining six months of the current fiscal year.

After some discussion, the vote was called. The results were:

CARRIED UNANIMOUSLY

If you are paying your maintenance fees by pre-authorized payment (PAP), you do not need to do anything. Your fees will automatically be adjusted retroactive to June 1<sup>st</sup>. If you have any questions about your account, please call Christine Chua at 604-689-6978. Thank You.

**Minutes of the Special General Meeting  
The Owners Strata Plan VR 2282  
Held on August 6, 2009**

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There being no further business, the meeting was adjourned at 7:05 p.m.

---

Dave H. Olafsson  
Property Manager  
CROSBY PROPERTY MANAGEMENT LTD.  
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--

## **ONLINE/TELEPHONE BANKING**

**Crosby offers you convenience!**

**Crosby Property Management Ltd.** has established electronic banking relationships with the major chartered banks and all participating credit unions in BC (i.e. Vancity, Coast Capital Savings, etc.) to make it easier for you to remit your strata fees, special levies, etc.

### **I'M INTERESTED, HOW DO I DO THIS?**

1. Go to bill payment option and set up “**Crosby Property Management Ltd. (Strata)**” as a vendor.
2. You will be required to provide your **Crosby personally assigned unique reference number** (without dashes or spaces). This number can be found in your Crosby correspondence.
3. Enter your payment amount and payment date. You should also be able to set this up as a recurring payment every month.

### **WHEN SHOULD I MAKE MY PAYMENTS?**

It takes 1 to 3 business days for us to receive your payment depending on your financial institution. Please note it is the customer's responsibility to ensure that payments are received by Crosby Property Management Ltd. by the due date to avoid any late payment fines.

**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

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Held on Tuesday, August 25, 2009 at 6:30 p.m.  
Within the Meeting Room

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<b>COUNCIL IN ATTENDANCE:</b>	Sascha Voth	President
	Mark Bolton	Vice-President
	Jody Hatto	Treasurer
	Sabrina Li Pak Tong	
	Lily Vong	
	Darcee Wise	
<b>REGRETS:</b>	Brandon Trent	
<b>PROPERTY MANAGER:</b>	Dave H. Olafsson	Crosby Property Management Ltd.

---

The meeting was called to order at 6:32 p.m. by Council President, Sascha Voth.

**CARETAKER BUSINESS**

Council reviewed the caretaker's report as presented by Saleem.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held June 23, 2009 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

It was moved/seconded to approve the financial statements for June and July 2009. CARRIED.

- Receivables List  
Council reviewed the receivables list.

**REPORT ON UNAPPROVED EXPENDITURES**

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

**REPORT ON LITIGATION**

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

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on August 25, 2009**

---

**MANAGEMENT DIRECTIVES**

Council reviewed the directives having been undertaken by management since the last meeting and concluded that all was in order.

**DEVELOPER ISSUES**

- Deficiencies – Council has received confirmation that the vast majority of the deficiencies on the list will be attended to in the very near future. Council would like to thank the developer for their action on these issues along with all past issues.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

Engineering Report / Envelope

The decision is pending until the Council is provided with a copy of the envelope survey that was performed as part of the Disclosure Statement.

Birds on Roof

Shortly after the last Council meeting, what is known as a “bird spider” was installed on the roof. A bird spider is a very cost effective way of controlling birds. It appears that the one bird spider has been successful in reducing the number of birds on the roof. After some discussion, it was moved/seconded to install four more bird spiders on the roof. CARRIED.

Tim Horton’s Rental Space

The decision to accept Tim Horton’s offer is still pending until the Council is provided with a contract that would include naming the appropriate landlord and wording to indicate that the appropriate permits would be in place. The Strata Council has also requested rates on comparative storage space and will make a decision based on that information. It is hoped this issue can be settled, and a contract signed at the next Council Meeting.

**CORRESPONDENCE**

Council reviewed nine items of correspondence.

**NEW BUSINESS**

Elevator Panels / Graffiti

New anti-graffiti wall-panels are scheduled to installed in the elevators.

**Minutes of the Council Meeting  
The Owners Strata Plan VR 2282  
Held on August 25, 2009**

---

Annual Window Washing

It was moved/seconded to have the all exterior inaccessible windows washed as soon as it can be arranged.  
CARRIED.

Owners are advised that this work will be done in October, weather permitting. Notices will be posted as required.

Annual Fire Inspection

Council reviewed three quotations as provided by management to have the Annual Fire Inspection done. After some discussion, it was moved/seconded to approve the quotation from Bartec Fire Safety.  
CARRIED.

Owners are advised that the Annual Fire Inspection is scheduled to take place on Wednesday, October 21<sup>st</sup>, and Thursday, October 22<sup>nd</sup>. Notices will be posted as required.

There being no further business, the meeting was adjourned at 7:20 p.m. The next meeting of the Strata Council is scheduled for Wednesday, October 7, 2009 at 6:30 p.m. in the Meeting Room.

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Dave H. Olafsson  
Property Manager  
CROSBY PROPERTY MANAGEMENT LTD.  
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www.crosbypm.com

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**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

---

Held on Thursday, November 5, 2009 at 6:30 p.m.  
Within the Meeting Room

---

<b>COUNCIL IN ATTENDANCE:</b>	Mark Bolton Jody Hatto Sabrina Li Pak Tong Brandon Trent Lily Vong Darcee Wise	Vice-President Treasurer
<b>REGRETS:</b>	Sascha Voth	President
<b>LICENSED STRATA AGENT:</b>	Dave H. Olafsson	Crosby Property Management Ltd.

---

The meeting was called to order at 6:31 p.m. by Council Vice-President, Mark Bolton.

**CARETAKER BUSINESS** - Council reviewed the caretaker's report as presented by Saleem.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held August 25, 2009 as circulated. CARRIED.

- Note to Owners:  
It was noted in the Minutes of August 25, 2009, that the next Council meeting was scheduled for Wednesday, October 7th, 2009. However, Dave Olafsson's back went out and the meeting had to be deferred until he was physically able to attend.

**APPROVAL OF FINANCIAL STATEMENTS**

It was moved/seconded to approve the financial statements August and September 2009. CARRIED.

- Receivables List  
Council reviewed the receivables list. It was noted that Strata Lot #88 has fallen significantly behind in maintenance fees. A lien has been placed on the unit, but as yet, no response has been received from the Owner. Council discussed the situation at length and it was ultimately moved/seconded to instruct management to send one final letter, requesting full payment. If full payment is not received by a specified date, then management was instructed to initiate foreclosure proceedings against this unit. CARRIED.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on November 5, 2009**

---

- Year-End Figures

The fiscal year for VR 2282 ends November 30<sup>th</sup>, 2009. Although the final year-end figures are not yet in, the strata corporation has been carrying a significant budget surplus for most of the fiscal year, and a significant year-end surplus is anticipated. After some discussion, it was moved/seconded to transfer \$50,000.00 of the surplus into the Contingency Reserve Fund. CARRIED.

**REPORT ON UNAPPROVED EXPENDITURES**

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

**REPORT ON LITIGATION**

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

**MANAGEMENT DIRECTIVES**

Council reviewed the directives having been undertaken by management since the last meeting and concluded that all was in order.

**DEVELOPER ISSUES**

- Deficiencies – The majority of the common area deficiencies have been attended to. The remaining items should be attended to shortly.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

Engineering Report / Envelope

It was noted in past minutes that a decision from Council was pending regarding the possible engagement of a professional engineering firm to conduct a full envelope survey. After some discussion, it was moved/seconded to approve an envelope survey to be done. CARRIED. The cost for an envelope survey is approximately \$7,000.00 plus disbursements. Two quotes have been reviewed from qualified companies. This work will be incorporated into next year's budget and the work will be authorized in the New Year.

Tim Horton's Rental Space

Council reviewed a preliminary contract for the storage space requested by Tim Horton's. Council was in agreement with the costs and the details of the contract and instructed management to sign on behalf of the strata. A formal lease document will then be provided for signing to the strata corporation for signing.

**Minutes of the Council Meeting  
The Owners Strata Plan VR 2282  
Held on November 5, 2009**

---

**CORRESPONDENCE**

Council reviewed 14 items of correspondence.

**NEW BUSINESS**

**Kitchen Hose Sprayers / Low Flow**

Owners are advised that the hose sprayers in the kitchen are designed to be “low flow” sprayers. The hose is also designed for low pressure and Council is politely requesting residents not to remove the sprayer from the hose as the o-ring can fall out, thus potentially causing a leak in the cabinet under the sink. Thank you from your Strata Council.

**Annual General Meeting**

Owners are advised that the Annual General Meeting is scheduled for Thursday, January 14, 2010 beginning at 6:30 p.m. in the Lobby.

Owners are advised that the maintenance fees will remain the same and there will be no special resolutions on the agenda. Notice of meeting will be mailed approximately three weeks prior to the meeting.

There being no further business, the meeting was adjourned at 7:15 p.m. The next Council meeting will be determined at the Annual General Meeting.

---

Dave H. Olafsson  
Licensed Strata Agent  
CROSBY PROPERTY MANAGEMENT LTD.  
General Office # (604) 683-8900 (24 Hours)  
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**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

---

Held on Tuesday, January 5, 2010 at 6:30 p.m.  
Within the Meeting Room

---

<b>COUNCIL IN ATTENDANCE:</b>	Sascha Voth Mark Bolton Jody Hatto Sabrina Li Pak Tong Brandon Trent Lily Vong Darcee Wise	President Vice-President Treasurer
<b>LICENSED STRATA AGENT:</b>	Dave H. Olafsson	Crosby Property Management Ltd.

---

The meeting was called to order at 6:31 p.m. by Council President, Sascha Voth.

**CARETAKER BUSINESS**

Owners are advised that Saleem has taken ill and may be away from his position for a number of months. After some discussion, it was decided by Council to hire a replacement to cover Saleem's duties until he is able to return to work. Council wishes Saleem a speedy recovery.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the Council Meeting held November 5, 2009 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

It was moved/seconded to approve the financial statements for October and November 2009. CARRIED.

- **Receivables List**

Council reviewed the receivables list. As noted in the minutes of November 5<sup>th</sup>, 2009, strata lot #88 has fallen significantly behind in maintenance fees. It was noted that a letter had been sent requesting full payment or otherwise the strata corporation would have no choice but to begin foreclosure proceedings. Management advised that no response has been received from the owner.

After some discussion, it was moved/seconded to begin foreclosure proceedings against this unit. CARRIED.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on January 5, 2010**

---

- Year-End Figures

The fiscal year-end for VR 2282 is November 30<sup>th</sup>, 2009. Owners are advised that the residential section has ended the year with a surplus of \$24,838.00 and the commercial section has ended the year with a deficit of \$922.00. It was noted in the previous minutes that a budgetary surplus in the amount of \$50,000.00 was to be transferred to the Contingency Reserve Fund. The year-end figures will not allow this transfer to take place, as the surplus was not as high as expected. Therefore, no surplus funds have been transferred to the CRF.

**REPORT ON UNAPPROVED EXPENDITURES**

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

**REPORT ON LITIGATION**

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

**MANAGEMENT DIRECTIVES**

Council reviewed the directives having been undertaken by management since the last meeting and concluded that all was in order.

**DEVELOPER ISSUES**

- Deficiencies – Work on the common area deficiencies is continuing.

**BUSINESS ARISING FROM PREVIOUS MINUTES**

None.

**CORRESPONDENCE**

Council reviewed five items of correspondence.

**NEW BUSINESS**

Draft Budget

Council reviewed the draft budget for the fiscal year from December 1<sup>st</sup>, 2009 to November 30<sup>th</sup>, 2010, as prepared by management. After some discussion, it was moved/seconded to approve the draft budget and present it to the owners for their discussion and approval at the upcoming Annual General Meeting. Owners are advised that the residential section maintenance fees will remain the same. Commercial section maintenance fees will increase by approximately 20%.

**Minutes of the Council Meeting  
The Owners Strata Plan VR 2282  
Held on January 5, 2010**

---

Annual General Meeting

Owners are advised that the Annual General Meeting, which had been originally scheduled for Thursday, January 14<sup>th</sup>, 2010 has been rescheduled to Thursday, January 28<sup>th</sup>, 2010 at 6:30 p.m. in the lobby. Notice of meeting will be mailed approximately three weeks prior to January 28<sup>th</sup>.

There being no further business, the meeting was adjourned at 7:40 p.m. The next meeting of the Strata Council will be determined at the Annual General Meeting.

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Dave H. Olafsson  
Licensed Strata Agent  
CROSBY PROPERTY MANAGEMENT LTD.  
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**MINUTES  
OF THE ANNUAL GENERAL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

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Held on Thursday, January 28, 2010 at 6:30 p.m.  
Within the Lobby  
1212 Howe Street, Vancouver, BC

---

The meeting was called to order at 6:31 p.m. by the Strata Agent, Dave H. Olafsson, representing Crosby Property Management Ltd., who also acted as Chairperson.

**CALLING THE ROLL AND CERTIFICATION OF PROXIES**

The attendance register confirmed at the time of commencement of the meeting there were nine eligible voters in attendance and forty-four represented by proxy for a total of fifty-three. The quorum requirements having been achieved, the meeting was deemed competent to proceed with the business at hand.

**PROOF OF NOTICE & RECEIPT OF FINANCIAL STATEMENTS**

It was moved/seconded that the notice dated January 8, 2010 complied with the notice requirements of the Strata Property Act, and that the financial statements had been received. CARRIED.

**REPORT ON INSURANCE COVERAGE**

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

**APPROVAL OF PAST GENERAL MEETING MINUTES**

It was moved/seconded to approve the Minutes of the First Annual General Meeting held November 3, 2008 and the minutes of the Special General Meeting held August 6, 2009 as previously circulated. CARRIED.

**PRESIDENT'S REPORT**

Sascha Voth spoke briefly, summarizing the events of the building's first year. It was noted that the building completed the year successfully. Sascha thanked all members of the Strata Council for their work on behalf of the building.

**RATIFICATION OF RULES / Majority Vote**

It was moved/seconded to bring the majority vote regarding rules governing the use of the meeting room to the floor for discussion. The proposed rule "E" reads as follows:

**Minutes of the Annual General Meeting  
The Owners Strata Plan VR 2282  
Held on January 28, 2010**

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***E. MEETING ROOM (adopted at May 19, 2009 Council Meeting)***

- 1) *Owners wishing to use the Meeting Room must first fill out the "Meeting Room" form with the Resident Manager.*
- 2) *The Room must be vacated no later than 10:00 p.m.*
- 3) *No alcohol is permitted in the room at any time.*
- 4) *It is the responsibility of those using the room to leave it as it was found -- in a clean and proper condition. Any damage or cleaning required after a use will be charged-back.*
- 5) *Owners may not use the room for any sort of profit or business. Owners wishing an exception to this rule may make an application to the Strata Council.*
- 6) *The Strata Council reserves the right to restrict the use of the Room to any Owner.*

After some discussion, the vote was called, the results were:

CARRIED UNANIMOUSLY

**APPROVAL OF PROPOSED OPERATING BUDGET**

It was moved/seconded to bring the proposed operating budget(s), for the fiscal year from December 2009 to November 30, 2010, to the floor for discussion.

After some discussion, the vote was called, the results were:

RESIDENTIAL SECTION CARRIED UNANIMOUSLY  
COMMERCIAL SECTION CARRIED UNANIMOUSLY

Residential strata fees remain the same. Commercial fees have increased slightly.

**PAYMENT OPTIONS (Monthly Strata Fees ONLY):**

1. **OWNERS CURRENTLY ON PRE-AUTHORIZED PAYMENT (PAD):** There is no action required from these owners as any new strata fees and/ or retroactive fees adjustments (if any) will be automatically adjusted.
2. **OWNERS WHO PAY BY POST-DATED CHEQUES:** Please send in 12 post-dated cheques payable to Strata Plan **VR 2282** for the new amount. Any change in strata fees is effective from **December 1, 2009**; therefore, owners may also be required to send in a cheque for the retroactive fees increase (if any).
3. **OWNERS WHO PAY BY AUTOMATIC E-BANKING:** Owners will have to re-submit the new strata fees amount for future months as well as any retroactive payment if necessary.

**If you have any questions regarding your account, please contact Christine Chua in our accounting department at 604-689-6978.**



**Minutes of the Annual General Meeting  
The Owners Strata Plan VR 2282  
Held on January 28, 2010**

---

**ELECTION OF COUNCIL**

Those persons elected to the Council at this meeting will hold office until the next Annual General Meeting. Nominations were called from the floor. The bylaws of VR 2282 require a council made of up one commercial owner, and six residential owners. Darcee Wise was nominated to represent the commercial section.

Nine residential owners allowed their names to stand for the remaining six residential positions. A vote was taken and the following individuals will comprise the Strata Council of VR 2282 for the coming fiscal year:

Mark Bolton  
Jody Hatto  
Sabrina Li Pak Tong  
Brandon Trent  
Lily Vong  
Sascha Voth

Darcee Wise

Commercial

**GENERAL DISCUSSION**

The meeting concluded with a general discussion.

There being no further business, the meeting was adjourned at 7:22 p.m. The first meeting of the new Strata Council is scheduled for Tuesday, March 2<sup>nd</sup> at 6:30 p.m. in the Meeting Room.

---

Dave H. Olafsson  
Licensed Strata Agent  
CROSBY PROPERTY MANAGEMENT LTD.  
General Office #(604) 683-8900  
www.crosbypm.com

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## **Crosby offers convenience!**

### 1) **Pre-Authorized Debit Payment (PAD)**

For owners who wish to enroll in our PAD for the 1<sup>st</sup> time, a copy of our PAD Agreement can be downloaded from our website at [www.crosbypm.com](http://www.crosbypm.com) under the “Forms” section.

### 2) **OnLine/Telephone Banking**

**Crosby offers convenience!** Our office has established electronic banking relationships with the major chartered banks and all participating credit unions in BC (i.e. Vancity, Coast Capital Savings, etc.) to make it easier for you to remit your strata fees, special levies, etc.

### **I'M INTERESTED, HOW DO I DO THIS?**

1. Go to bill payment option and set up “**Crosby Property Management Ltd. (Strata)**” as a vendor.
2. You will be required to provide your Crosby personally assigned unique reference number (without dashes or spaces). This number can be found in your Crosby correspondence.
3. Enter your payment amount and payment date. You should also be able to set this up as a recurring payment every month.

### **WHEN SHOULD I MAKE MY PAYMENTS?**

It takes 1 to 3 business days for us to receive your payment depending on your financial institution. Please note it is the customer's responsibility to ensure that payments are received by Crosby Property Management Ltd. by the due date to avoid any late payment fines.

**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

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Held on Tuesday, March 2, 2010 at 6:30 p.m.  
Within the Meeting Room

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<b>COUNCIL IN ATTENDANCE:</b>	Mark Bolton	President
	Sascha Voth	Vice-President
	Jody Hatto	Treasurer
	Sabrina Li Pak Tong	
	Brandon Trent	
	Darcee Wise	
<b>REGRETS:</b>	Lily Vong	
<b>LICENSED STRATA AGENT:</b>	Dave H. Olafsson	Crosby Property Management Ltd.

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The meeting was called to order at 6:32 p.m. by the Strata Agent, Dave H. Olafsson.

**CARETAKER BUSINESS**

Owners are advised that Saleem is still scheduled to return to work on or around May 1<sup>st</sup>. In the meantime, his duties will continue to be covered by Ian Osman.

**APPOINTMENT OF POSITIONS**

As this was the first meeting of the new Council, the first order of business was to elect a President, a Vice-President and Treasurer. After some discussion, the following positions were agreed upon:

Mark Bolton	President
Sascha Voth	Vice-President
Jody Hatto	Treasurer

**APPROVAL OF COUNCIL MEETING MINUTES**

It was noted in the Minutes of January 5, 2010, under New Business, that the draft budget contained no fee increases for residential owners.

This was incorrect. It should have stated that there would be residential fee increases of approximately 5.5% per unit. After some discussion, it was moved/seconded to approve the Minutes of the Council Meeting held January 5, 2010, as amended. CARRIED.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on March 2, 2010**

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**APPROVAL OF FINANCIAL STATEMENTS**

It was moved/seconded to approve the financial statements for December 2009 and January 2010.  
CARRIED.

- Receivables List  
Council reviewed the receivables list.
- Budget Fee Increases / Explanation  
It was noted in the minutes of January 5th, 2010, and also noted in the recently held Annual General Meeting that there were no fee increases for the residential units. This was incorrect.

In summary, the initial Budget for the Strata Corporation was passed at the first Annual General Meeting held November 3<sup>rd</sup>, 2008. As the building's first year progressed, the operating surplus was large enough that the Strata Council held a Special General Meeting on August 6<sup>th</sup>, 2009, which lowered fees approximately 10%, retroactive to June 1<sup>st</sup>.

When the new budget was passed at the building's recently held 2<sup>nd</sup> Annual General Meeting on January 28<sup>th</sup>, 2010, residential fees increased approximately 5.5% from the budget passed at the Special General Meeting on August 6<sup>th</sup>.

In summary, fees were reduced by 10% and then increased by approximately 5.5%. In short, residential fees are still approximately 4.5% lower than the original budget. Crosby Management apologized for any confusion this discrepancy may have caused. Owners with questions about their account may contact Christine Chua at 604-689-6978. Thank You.

**REPORT ON UNAPPROVED EXPENDITURES**

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

**REPORT ON LITIGATION**

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

**MANAGEMENT DIRECTIVES**

Council reviewed the directives having been undertaken by management since the last meeting and concluded that all was in order.

**DEVELOPER ISSUES**

- Deficiencies – Work on the common area deficiencies is continuing. The developer has informed that they will be in the building, each Thursday and Friday, until all deficiencies are complete.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on March 2, 2010**

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**BUSINESS ARISING FROM PREVIOUS MINUTES**

Tim Horton's Rental Space / Freezer

Council reviewed the lease agreement between 1212 Howe Street Ventures (Commercial) Ltd. (The Owner of Strata Lot currently containing the Tim Horton's business, and The TDL Group Corp. (Tim Horton's). The Lease agreement allows Tim Horton's to a small, unused area of the garbage room, for a commercial freezer. After some discussion, it was moved/seconded to approve this agreement. CARRIED.

Management was instructed to draw up a lease between 1212 Howe Street Ventures (Commercial) Ltd., and the Strata Corporation that will run concurrently with the above-noted lease. The Strata Corporation will receive Three Thousand (\$3,000) per year for the first five years of the lease, and then escalating payments in the following years.

**CORRESPONDENCE** - Council reviewed four items of correspondence.

**NEW BUSINESS**

Building Envelope Inspection

Council reviewed quotations from two engineering firms to conduct a building envelope inspection. The Corporation's budget contains an amount of \$7,800 for this project. After some discussion, it was moved/seconded to order this inspection from the engineering firm Morrison Hershfield. CARRIED.

1240 Howe / Crane Encroachment

Council discussed the property located at 1240 Howe, where a hi-rise is being planned. The principals behind this project have requested permission for their crane to encroach over the air space of 1212 Howe. There will be no weight on the crane if or when the crane passes over 1212 Howe. The Strata Council has no issues with this request.

Landscaping

Council reviewed a quotation from Mark Bolton to take over the minor landscaping requirements of the Strata. After some discussion, it was moved/seconded to accept this quotation. CARRIED.

Strata Lot #94

Recently, an eviction notice was served on the tenant of this unit. Shortly thereafter, the tenant vacated the unit. The Strata Council hopes that there will be no further issues from this unit.

**Minutes of the Council Meeting**  
**The Owners Strata Plan VR 2282**  
**Held on March 2, 2010**

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Dogs on Garden Areas

Owners are reminded of the following rule of the corporation regarding dogs on the garden area:

*D.1 Dogs are not allowed on any garden areas.*

It has been noted that some Owners are regularly allowing their dogs onto the garden areas and allowing them to do their business. The Strata Council is politely requesting Owners not to bring their dogs onto the garden areas. If this behaviour persists, the Council will have no choice but to impose fines as required. Thank You.

There being no further business, the meeting was adjourned at 7:29 p.m. The next meeting of the Strata Council is scheduled for Tuesday, April 20, 2010 at 6:30 p.m. in the Meeting Room.

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

<p><b>Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the Strata Property Act, will be assessed for replacement copies.</b></p>
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**MINUTES  
OF THE COUNCIL MEETING  
THE OWNERS STRATA PLAN VR 2282  
1212 HOWE**

---

Held on Tuesday, April 20, 2010 at 6:30 p.m.  
Within the Meeting Room

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<b>COUNCIL IN ATTENDANCE:</b>	Mark Bolton	President
	Sascha Voth	Vice-President
	Sabrina Li Pak Tong	
	Brandon Trent	
	Lily Vong	
	Darcee Wise	
<b>REGRETS:</b>	Jody Hatto	Treasurer
<b>LICENSED STRATA AGENT:</b>	Dave H. Olafsson	Crosby Property Management Ltd.

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The meeting was called to order at 6:31 p.m. by the Strata Agent, Dave H. Olafsson.

**OWNER BUSINESS**

The owner of unit #301 addressed Council regarding some issues regarding her unit, primarily developer related. These issues will be attended to.

**CARETAKER BUSINESS**

Council reviewed the caretaker report, as presented by Ian Osman who is still filling in for Saleem. It was reported in the previous minutes that Saleem would be returning on or around May 1<sup>st</sup>, 2010. It has been confirmed that Saleem will return to work on Tuesday, May 18<sup>th</sup>, 2010. Council thanked Ian for his service to the building in Saleem's absence.

**APPROVAL OF COUNCIL MEETING MINUTES**

It was MOVED/SECONDED to approve the Minutes of the Council Meeting held March 2<sup>nd</sup>, 2010 as circulated. CARRIED.

**APPROVAL OF FINANCIAL STATEMENTS**

As the treasurer had sent her regrets, it was MOVED/SECONDED to defer approval of the financial statements for February and March 2010. CARRIED.

- Receivables  
Council reviewed the receivables list.
- Strata Lot #88 – Forced Sale  
The Strata Corporation is continuing with the forced sale of this unit.

### **REPORT ON UNAPPROVED EXPENDITURES**

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

### **REPORT ON LITIGATION**

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

### **MANAGEMENT DIRECTIVES**

Council reviewed the directives having been undertaken by management since the last meeting and concluded that all was in order.

### **DEVELOPER ISSUES**

- Deficiencies – Work on the common area deficiencies is continuing. The developer has informed that they will be in the building, each Thursday and Friday, until all deficiencies are complete.

### **BUSINESS ARISING FROM PREVIOUS MINUTES**

#### **Tim Horton's Rental Space / Freezer / Recycle Room**

The lease has been signed and the Strata can expect payment of \$3,000.00 per year, beginning May 1<sup>st</sup>, 2010. As a result of this change, the recyclables are now "inside" the new room. Residents may access the room using the common area key.

#### **Building Envelope Inspection**

Management advised that the building envelope inspection is scheduled to begin within four to six weeks.

#### **1240 Howe Development**

It was noted in the previous minutes that Council had no issues with a crane encroachment agreement that was to be signed with the parties involved with the development of the 1240 Howe property. It turned out the agreement to be signed was a little more complicated than originally thought. Given this fact, management was asked to have the proposed agreement reviewed by the Strata Corporation's lawyer, and also to ask a representative from the 1240 Howe development team to address Council at the next meeting, regarding details of the project and how 1212 Howe would be affected. Nothing will be signed until Council has a more thorough understanding of what is planned on the 1240 Howe property.

**CORRESPONDENCE** - Council reviewed six items of correspondence.



**Minutes of the Council Meeting  
The Owners Strata Plan VR 2282  
Held on April 20, 2010**

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**NEW BUSINESS**

Strata Lot #55

On the evening of March 7<sup>th</sup>, the residents in Strata Lot #55, on the 7<sup>th</sup> floor, overflowed their bathtub. The water worked its way down through a handful of units, causing minor damage. An insurance claim has been filed. Owners are advised of the Strata Corporation's bylaws regarding insurance, which read as follows:

***INSURANCE***

***17.1. Insurance Deductible***

*17.1.1 An owner and all of his or her tenants, occupiers or visitors must not do, or omit to do, whether deliberately or negligently, any act which would result in costs being incurred by the strata corporation due to a claim being made on the insurance policy of the strata corporation.*

*17.1.2 In the event that loss or damage occurs that gives rise to a valid claim under the strata corporation's insurance policies, and where such loss or damage arises as a result of a negligent or deliberate act of an owner, tenant, occupant or visitor, then such owner or tenant, or the owner or tenant who is responsible for the occupant or visitor, shall, as permitted under the Act, be responsible for paying to the strata corporation the reasonable costs of the strata corporation remedying the contravention of this bylaw 16.1.2, being an amount equal to the insurance deductible payable by the strata corporation.*

Because the source of the leak was negligence from the residents of Strata Lot #55, it was MOVED/SECONDED to charge the deductible for the insurance claim back to the Owners of Strata Lot #55. CARRIED.

Parkade Cleaning

It was MOVED/SECONDED to have the parkade professionally cleaned. CARRIED. Notices will be posted when the work is scheduled.

There being no further business, the meeting was adjourned at 7:17 p.m. The next meeting of the Strata Council is scheduled for Tuesday, June 1<sup>st</sup>, 2010 at 6:30 p.m. in the Meeting Room.

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Dave H. Olafsson  
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