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MADDOCK MANOR LTD

APARTMENT CORPORATION

GOVERNANCE

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Apartment Corporation

MADDOCK MANOR LTD

Maddock Manor (The Company) is operated as an apartment corporation. Unlike the condominium owner, the person who purchases housing in this corporation does not own either the unit or a portion of the common real estate. Instead, has purchased shares in the corporation that owns all the real estate and the shareholder therefore receives a life time lease to the unit associated with the number of shares purchased.

Maddock Manor is governed by the Business Corporations Act.
Incorporation number: BC0036024.

Please be advised that the board of directors has the right to reject any prospective buyer. An interview with the board and three letters of reference are required.

As a self-managing Company, the Board is elected each year at the (AGM) Annual General Meeting and is responsible for the running of the Company. Owners are expected to share in the operation of the Company as well.

At the AGM or a general meeting, each suite receives one vote. A proxy may be submitted to the secretary or chairman prior to the meeting if you are unable to attend.

The board engages various experts and professionals to service and maintain the physical plant. It also employs on a regular basis maintenance people who are responsible for the general servicing of lighting and equipment, cleaning the common areas, disposing of garbage and clearing of snow.

Based on the percentage of share ownership, residents are assessed a monthly maintenance fee which also covers the cost of heat and hot water. Maintenance fees are due on the first day of the month.

Taxes are collected separately when the Company receives the Property Tax Notice.

An operating contingency fund is maintained but any extra ordinary maintenance costs are covered by

- a) a special assessment authorized by the board,
- b) a combination of the contingency fund and a special assessment.

The chairman and treasurer are to both authorize bill payments.

The company's accounting is maintained by Coldwell Banker.

The company's legal affairs and office of records are looked after by Munroe and Crawford, Barristers & Solicitors.

The company pays insurance coverage for fire, water damage and earthquake on the building and liability insurance.

Penalties may be enforced by the board of directors for infraction(s) of the shareholders, permanent residents and/or their guests.

Fines may be imposed to a maximum of \$200 for each contravention of the regulations and continuation of a contravention may be imposed every 7 days.

All complaints or suggestions are to be submitted to the board of directors in writing and signed.

Any disputes which may arise between shareholders in respect to the use of the said building shall be referred to the Board of Directors for settlement, whose decision shall be final.

Any of the above regulations may be altered or added to by the Board of Directors when deemed necessary. Such alterations shall not be binding until they have been made known to the shareholders.

Schedule A-Regulations

MADDOCK MANOR LTD

a) PAYMENT OF MAINTENANCE FEES

- i) A shareholder must pay maintenance fees on or before the first day of the month to which the maintenance fees relate. Each shareholder shall remit all maintenance fees to be paid before January 1 of each year.
- ii) All special levies payable by shareholders to Maddock Manor are to be allocated on the number of shares held as a ratio of the total number of shares.
- iii) A fine of \$100 will be imposed against the shareholder if their maintenance fee is not paid by the 10th day of the month that it is due. A further fine of \$100 per month will be charged for every month the maintenance fee is not paid. The same fine will be charged against any special levy not paid within 10 days from the date of billing. The board may, at its discretion, cancel any fine.
- iv) A shareholder who becomes 3 months in arrears on maintenance fees or special levies will have a lien placed against their share holdings and legal action will be commenced and all costs will be borne by the shareholder.
- v) A \$25 fine, plus related costs, per occurrence shall be assessed for any cheque payable to Maddock Manor that is dishonoured.

b) USE OF SUITES

- i) Suites must be owner-occupied and used exclusively as a single-family residence. They cannot therefore be purchased for speculation or on behalf of relatives or others. They cannot be leased or rented. No shareholder may allow family or friends to reside in their suite while they are away without board approval.
- ii) Shareholders must be 35 years and older.
Permanent residents must be 25 years and older.
- iii) No structural changes within the suites are allowed without board approval.
- iv) Shareholders are responsible for their own electricity, phone and cable costs, also for all in-suite maintenance, repairs and decorating. This includes the balconies for suites #103 and #203.

Schedule A-Regulations

MADDOCK MANOR LTD

- v) Shareholders are responsible for insurance coverage for damage to the interior of their suites or for water damage from their suite to another suite, and to the damage or theft of their personal effects.
- vi) The shareholder shall not do or permit to be done in the premises anything which may or can tend to the reasonable annoyance of other shareholders.
- vii) The shareholder shall not permit the premises to be used for any purpose of an illegal, immoral or improper nature or injurious to the reputation of the building.
- viii) The shareholder will not do anything or permit anything to be done in the suite or bring or keep anything therein which will make void or voidable any insurance on the building or in anyway increase the risk of fire or the rate of fire insurance on the building.
- ix) Water beds are not permitted.
- x) Washing and drying machines are not allowed in individual suites
- xi) Barbeques are not permitted.
- xii) No businesses are to be operated on the property or out of the suites.
- xiii) Please ensure your intercom is hung up properly as it inhibits use of for all.
- xiv) The board may require sufficient carpeting in suites to ensure other suites are not unduly disturbed due to excess noise. Area rugs are acceptable.
- xv) No unreasonable noise (including volume of TV & music) between 11PM-7AM.
- xvi) Please minimize odors by using fans and opening windows to suites, but not by opening the suite door into the hallway.

c) GENERAL

- i) Shareholders shall not willfully or unduly waste or cause or permit to be wasted, the water supplied or furnished to the demised premises by the shareholder; and any damage to any portion of the demised the building caused by the overflow of water from sinks or faucets, or the overturning of buckets through neglect or carelessness of the residents or their guest, shall be repaired and paid for by the shareholder under the direction and supervision of the Lessor.
- ii) Shareholders are responsible for the proper separation, bagging and removal of their own garbage. Please ensure your bags do not leak.

Any material other than ordinary household refuse and garbage must be removed by the shareholder at their expense.

Hours for placing recycling in back of buildings is 8:00AM to 9:00PM daily.

- iii) During a temporary absence, shareholders should arrange to have their mail cleared from their box.

d) COMMON AREAS AND PROPERTY

Common areas include hallways, stairways, entrances, laundry room, boiler room, main floor washroom, rooftop and grounds.

- i) Common property or common assets must not be used in a way that
 - causes a nuisance or hazard to another person(s)
 - causes unreasonable noise
 - unreasonably interferes with the rights of others to use and enjoy common property
- ii) No smoking in common area's inside Maddock Manor. Cigarette butts must not be left on grounds.
- iii) Do not store or leave unwanted items in common areas. Items to be picked up by charitable organizations should not be left for more than one day. Anything not collected by the charities must be removed immediately.

Schedule A-Regulations

MADDOCK MANOR LTD

e) ENTRANCE AND STAIRS

- i) Common areas shall not in any way be encumbered with boxes, articles or rubbish.
- ii) For security reasons, residents should never permit entry into the building through the intercom without proper identification.
- iii) Outside doors to the building must not be left open unattended.
- iv) No door mats are to be left outside of suite doors.

f) LAUNDRY

There is a common laundry room equipped with a washing and drying machine

- i) Laundry times are between 8:00AM to 10:00PM daily.
- ii) Sunday is an open day.
- iii) Each suite is allowed one block off time per week. One block is 3 hours.
- iv) Please use your scheduled time or unassigned block of time.
- v) Do not overload the washer or dryer. No quilts or mats.
- vi) Lint filter in the dryer must be cleaned out after every use.
- vii) Laundry with pockets: Please check all your pockets to ensure they are empty.
- viii) Last person in laundry room to please lock window and door.
- ix) All laundry must be dried in the laundry room or inside the suite. No outside lines or balconies are to be utilized for drying of clothes

g) CHAIRLIFT

- i) The chairlift is strictly for the elderly or people requiring assistance for transportation up and down the stairs.
- ii) Use by movers, trades people, delivery people and children is not permitted. Transportation of objects is not permitted as it puts undue strain on the motor.
- iii) Maintenance of the chairlift is the decision of the shareholders.

Schedule A-Regulations

MADDOCK MANOR LTD

h) PARKING

There are 8 covered parking spaces that are assigned. As there is limited parking, the spaces are strictly assigned for the intent to provide residents with automobile parking.

- i) Spaces are assigned on a first come first serve basis. A written request must be submitted to the board by the shareholder (therefore one must be in possession of the shares when the request is made.)
- ii) Only one parking stall is allowed per suite.
- iii) The monthly fee is \$15.00 per month and due the first day of each month.
- iv) A resident may not store unlicensed or uninsured vehicles in the parking stalls.
- v) At the discretion of the board, an unlicensed automobile with the proper storage insurance may be stored for a limited period of time. The board will dictate the period allowed.
- vi) An unused stall may not be retained without the boards approval.
- vii) No oversized or recreational vehicles are permitted in the parking stalls.
- viii) All automobiles must park within the defined area.
- ix) No hazardous or flammable substances to be stored in outside storage lockers.
- x) All spaces must be kept clean as it is a visible part of the building.
- xi) Parking spots may not be rented or traded for services without the approval of the board of directors.
- xii) Any residents' vehicle parked in violation of the above will be subject to removal by a towing company authorized by the board, and all costs associated with such removal will be charged to the resident associated with the vehicle.
- xiii) In accordance with the Fire Code of British Columbia items may not be stored in the parking stalls. All items must be secured inside lockers.

Schedule A-Regulations

MADDOCK MANOR LTD

i) ROOFTOP

- i) The decked areas on the roof may be used by residents.
- ii) Please be respectful of suite owners regarding noise.
- iii) No walking on the roof as damage to the roof may occur. Please stay on decking and walkways.

j) LOCKERS

There are 16 full size lockers and one half size locker.

- i) Lockers are defined as common areas and are assigned by the board.
- ii) Full size lockers located on each floor may only be assigned to a suite on the same floor, with exception of the half locker that may be assigned to suite 301.
- iii) Maintenance of the assigned locker is the responsibility of the shareholder.
- iv) The locker smoke detectors are connected to the fire alarms. Should you accidentally set it off, please contact a board member immediately, and advise the fire department of the false alarm in the event someone has notified them of the alarm.

k) Pets

No pets. (Cats ok).

If a "permitted pet" is a nuisance or has caused or is causing an unreasonable interference with the use and enjoyment by residents or guests of common property or common assets, the board may order such pet to be removed permanently from Maddock Manor.

The shareholder must ensure that a permitted pet is kept quiet, controlled and clean. Any excrement in common property must be immediately disposed of properly.

The shareholder must keep a permitted pet only in the suite except for ingress or egress.

Dogs must be on leash.

No vicious dogs are allowed on grounds.


Any overnight stay requires board approval (In suite 102 "Tractor" & the boxer in suite 2 are exempt from board approval for overnight stay).

J. H. McDonnell

From: "J. H. McDonnell" <jhmcdonnell@shaw.ca>
 To: "Brian Bohme" <Brian_Bohme@yvras.com>
 Sent: Thursday, April 29, 2010 12:22 PM
 Subject: R n R
 ADDENDUM; To Schedule A-Regulations, Nov. 9, 2005.

The following Regulations have been passed and added to the Schedule A Regulations;

1. Directors Meeting: August 12, 2006
 -to amend the parking regulation (h-i), second sentence, to read "A written request must be submitted to the Board by the Shareholder with a copy of their automobile registration. CARRIED
2. General Meeting: May 17, 2007
 -that no children under the age of 16 years be allowed on the rooftop deck. CARRIED
3. Directors Meeting: June 28, 2007
 -window dressings (curtains and blinds) must be white, off white, cream or beige and in good condition. CARRIED
4. Annual General Meeting: September 27, 2007
 -to allow the Board to approve changes to the Regulations (Schedule A) as deemed to be necessary CARRIED
5. General Meeting: March 20, 2010
 -each Shareholder must carry insurance for their suite and submit it to the Board annually. CARRIED



Jim McDonnell (Sec/Treasurer)
 April 29, 2010

The following Regulations have been passed and added to the Schedule A Regulations;

1. Directors Meeting: Nov. 14, 2010
 - a.) Payment of Maintenance Fees and Property Taxes
 iv. A shareholder who becomes 3 months in arrears on maintenance fees or special levies, including property taxes, will have a lien placed against their share holdings and legal action will be commenced and all costs will be borne by the shareholder. CARRIED

Contacts/Ratios/Fees/Parking			MADDOCK MANOR LTD
APT#	# OFSHARES	RATIO	MAINTENANCE FEE
1	1070	5.813638	200.51
2	1070	5.813638	200.51
3	925	5.025808	173.34
101	1225	6.655800	229.56
102	1225	6.655800	229.56
103	1035	5.623472	193.95
104	1010	5.487639	189.27
105	1375	7.470796	257.66
106	1075	5.840804	201.45
201	1275	6.927465	238.93
202	1275	6.927465	238.93
203	1085	5.895137	203.32
204	1060	5.759305	198.64
205	1125	6.112469	210.82
206	1425	7.742461	267.03
301	1150	6.248302	215.50
16	18405	100.00000	3448.96
Parking fees not included			
12 post dated cheques must be issued before January 1 annually.			

29.01 (8.44)

EMERGENCIES

MADDOCK MANOR LTD

a) FIRE

The fire alarms are tested monthly by the Janitor.

Inspection of equipment is performed annually.

The fire alarm is not connected to the fire department. The fire department needs to be informed, call 911.

Electrical room keys are held by suites 104, 105, 202, 205, 206, Janitor and BC Hydro Meter Reading.

Familiarize yourself with location of extinguishers and alarms.

Remain calm.

i) If there is a fire in your suite.

Pull the fire alarm in the hallway.

Call 911

1. State your name
2. Give the address where fire is 2146 West 43 Ave
3. Information about fire: suite #, floor, how fast spreading, people trapped.

Attempt to control the fire with available fire equipment

Isolate fire by closing the door.

Close the hallway fire doors.

Knock on neighbours doors as you exit to nearest exit.

Do not use the chairlift. Help others to exit who require assistance.

Buzz all the suites from the intercom.

Keys to the electrical room are required by the fire department.

Meet across the street at the community centre and take a head count.

Act as a resource person and report the to the fire department all information.

Do not re-enter the building without authorization from the fire department.

EMERGENCIES

MADDOCK MANOR LTD

ii) If there is a fire alarm

Call 911

Please leave the building and close any fire doors behind you.

Do not use the chairlift. Ask for assistance.

Buzz all the suites from the intercom.

Keys to the electrical room are required by the fire department.

Meet across the street at the community centre and take a head count.

Report the to the fire department any information.

Do not re-enter the building without authorization from the fire department.

b) Flooding

Know where your internal shut offs are located.

Suites that do not have overflow sinks or tubs must not be left unattended. We recommend fixtures be updated.

Risers & main shut offs in appendix F. Information also located in boiler room.

RECYCLING

MADDOCK MANOR LTD

The three blue recycling containers must be separated as below. Other products will be the shareholders responsibility to dispose of. Recycling reduces garbage and benefits the environment. Attachments are provided for other items you can recycle. Thank you.

a) NEWSPAPERS

- Dry newsprint only.
- Do not bundle or tie. Leave newspapers loose.
- Newsprint inserts.
- TV guides.
- No plastic bags.

b) MIXED PAPER PRODUCTS

- Magazines. Leave loose.
- Cardboard (cut to fit). Flatten ALL boxes
- Junk mail
- Phone books
- Writing paper
- Envelopes (windows in envelopes ok)
- Pizza boxes (remove food and wax paper)
- Corrugated cardboard ok (please break cardboard to fit container)
- No wax paper or liners
- No milk cartons.
- No drink boxes.
- No plastic bags.
- No soiled or oiled soaked paper products.

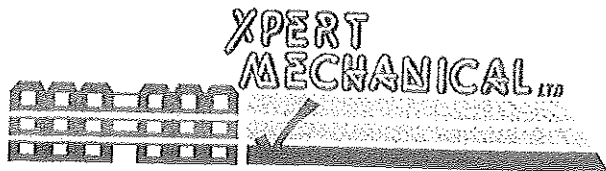
c) CLEAN CONTAINERS

- Rinse and flatten metal containers. Remove labels. Remove lids to flatten.
- Glass bottles and jars. Remove labels.
- Rigid plastic containers and lids, SPI codes 1, 2, 4 & 5. (labels ok)
- No plastic containers types, 3 or 6 or Uncoded.
- No plastic bags or film.
- No window glass or mirrors.
- No ceramics.
- No dishes.

Basic Information on the Building

MADDOCK MANOR LTD

- a) Completed for occupancy in 1956
- b) Boiler changed from oil to gas in 1966
- c) Hot water tank installed in 1969
- d) Emergency lighting installed 1977 and emergency light in electrical room installed 2005
- e) Fire alarm and fire doors installed 1984
- f) Washing machine and dryer purchased 1988
- g) Chairlift rebuilt 1995 and 2005
- h) Outside completely painted 1996
- i) Roof: tar and gravel re-roofing 1992
- j) New backdoor installed 1998
- k) Window panes re-caulked 2000
- l) Window frames painted 2000
- m) Outside trim painted 2000
- n) – Lobby and halls painted 2000
- o) Door to main floor lockers installed 2001
- p) Carpet on stairway replaced 2002
- q) Re-plumbing 2004
- r) Replacement of window in suite 105, 2003.
- s) Suite 206 & 201 replaced windows 2005 paid by owners.
- t) All smoke detectors in suites and lockers inspected 2005 (missed 3 lockers 2nd Fl)



Jack K. Lillie

Repiping • Planned Service • Heating • Plumbing
VALVE SCHEDULE

Maddock Manor
2146 West 43rd Avenue, Vancouver, BC

TAG #		PURPOSE	LOCATION
1	COLD	MAIN SHUT OFF TO BUILDING	BOILER ROOM
2	HOT	MAIN HOT TO BUILDING	BOILER ROOM
3	RECIRC	MAIN RECIRC TO BUILDING	BOILER ROOM
4	COLD	#3 KITCHEN / LAUNDRY / PUBLIC TOILET	BOILER ROOM
5	HOT	#3 KITCHEN / LAUNDRY / PUBLIC TOILET	BOILER ROOM
6	COLD	#1 / #101 / #201 KITCHENS	1 ST FLOOR HALL
7	HOT	#1 / #101 / #201 KITCHENS	1 ST FLOOR HALL
8	COLD	#1 / #101 / #201 BATHROOMS / #301 ENTIRE SUITE	1 ST FLOOR HALL
9	HOT	#1 / #101 / #201 BATHROOMS / #301 ENTIRE SUITE	1 ST FLOOR HALL
10	COLD	#2 / #102 / #202 BATHROOMS	1 ST FLOOR HALL
11	HOT	#2 / #102 / #202 BATHROOMS	1 ST FLOOR HALL
12	COLD	#2 / #102 / #202 KITCHENS	1 ST FLOOR HALL
13	HOT	#2 / #102 / #202 KITCHENS	1 ST FLOOR HALL
14	COLD	#104 / #204 BATHROOMS	1 ST FLOOR HALL
15	HOT	#104 / #204 BATHROOMS	1 ST FLOOR HALL
16	COLD	#104 / #204 KITCHENS	1 ST FLOOR HALL
17	HOT	#104 / #204 KITCHENS	1 ST FLOOR HALL
18	COLD	#106 / #206 KITCHENS	1 ST FLOOR HALL
19	HOT	#106 / #206 KITCHENS	1 ST FLOOR HALL
20	COLD	#106 BATHROOM	1 ST FLOOR HALL
21	HOT	#106 BATHROOM	1 ST FLOOR HALL
22	COLD	#105 KITCHEN / #205 ENTIRE SUITE / #206 BATHROOM	1 ST FLOOR HALL
23	HOT	#105 KITCHEN / #205 ENTIRE SUITE / #206 BATHROOM	1 ST FLOOR HALL
24	COLD	#3 / #103 / #105 / #203 BATHROOMS	1 ST FLOOR HALL
25	HOT	#3 / #103 / #105 / #203 BATHROOMS	1 ST FLOOR HALL
26	COLD	#103 / #203 KITCHENS	1 ST FLOOR HALL
27	HOT	#103 / #203 KITCHENS	1 ST FLOOR HALL
28	RECIRC	NORTH SIDE BUILDING	1 ST FLOOR HALL
29	RECIRC	SOUTH SIDE BUILDING	1 ST FLOOR HALL

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 - iv. A shareholder who becomes 3 months in arrears on maintenance fees or special levies, including property taxes, will have a lien placed against their share holdings and legal action will be commenced and all costs will be borne by the shareholder. CARRIED
2. Directors Meeting: July 10, 2011
 - b.) Use of Suites
 - xvii) All bathroom wash basins must be equipped with an overflow outlet. CARRIED

