

**MINUTES OF COUNCIL MEETING**  
**STRATA PLAN LMS-4155**  
**THE SAVOY**

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**HELD** On Tuesday, January 26, 2010 at 7:00 p.m. in the Meeting Room of 928 Richards Street, Vancouver, B.C.

<b><u>PRESENT</u></b>	Melanie ter Borg	President
	Troy Wolfe	Vice President
	Ted Schenkeveld	Treasurer/Maintenance
	Willie Uy	Landscape/Maintenance
	Rick Gannon	Maintenance
	Ryan Thompson	Website
	Dan Streiff	

<b><u>GUEST</u></b>	Farzaneg Jenabi	Unit 2504
	Richard Lobb	Hytec Water Management

**STRATA AGENT** Douglas Mak, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:03 p.m.

**GUEST PRESENTATION**

1. Farzaneg Jenabi was invited to attend this meeting to present her dispute on late fines which were charged to her account. Ms. Jenabi stated that she has never received any statements or letters from Vancouver Condominium Services Ltd. regarding her outstanding strata fees. When she finally received a letter in March 2009, she paid right away. She wanted to dispute the late fines since if she had been informed sooner, she would have kept her strata fee payment current and not incur any late fines. Following discussion, it was agreed by council to reverse all the late fines in dispute that were charged to her account.

*Farzaneg Jenabi was thanked for attending the meeting and departed at 7:15 p.m.*

To avoid similar incidences happening again in the future, a policy will be implemented that any statements or letters sent to owners should have a copy filed in the unit file for record. Also, if the unit is with three (3) months of strata fees in arrears, the strata agent should send a letter and also a phone call to the owner to make sure the owner is aware of the arrears in their account.

**ACTION: Agent**

2. Richard Lobb of Hytec Water Management (Hytec) made a presentation on their proposal to upgrade the Hytec water system in the building. The last contract with Hytec was signed in 2005 for three-year terms which already expired in 2008. According to their proposal, if the strata corporation renews the contract with them for another three years, the monthly rental fees will remain at the same rate as the last contract which is \$495 per month. Hytec will upgrade the Hytec domestic water management system and soft water system for the swimming pool at no extra cost to the strata corporation. The purpose of upgrading and maintaining the Hytec water system is to prevent pinhole leaks and unnecessary replacement of the copper plumbing in the building. After his presentation, Richard Lobb was thanked for attending the meeting.

*Richard Lobb departed the meeting at 7:45 p.m.*

Following Richard Lobb's departure, the strata council held a discussion on this proposal and agreed that this type of water management system is beneficial to the building and should be maintained. However, in order to ensure the price of Hytec Water Management is competitive, council directed the strata agent to obtain proposals from other companies that provide similar water management system, for comparison, before making a final decision.

**ACTION: Agent**

## **MINUTES**

It was moved, seconded and carried to adopt the minutes of the December 1, 2009 council meeting, as circulated.

## **FINANCIAL REPORT**

1. Monthly Statement: Following discussion, it was moved, seconded and carried to adopt the November and December financial statements, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 12<sup>th</sup> month as at December 31, 2009 in the appropriate funds are as follows:

- Total Cash Balance                      \$ 239,638.80                      (including CRF Balance)
- CRF Balance                                \$ 245,274.93                      (Contingency Reserve Fund)
- Fob Security System                      \$ 32,081.61

3. Arrears: The agent reviewed the arrears report with the strata council and advised council that a lien was filed on the title of a unit with an outstanding balance of over \$2,500. The strata agent will also place phone calls to several units with regard to their outstanding balance.

**ACTION: Agent**

4. Draft Audit Report: The strata council reviewed a draft audit report prepared by Berris Mangan, Chartered Accountants, for the last fiscal year ending December 31, 2009. Council has some questions regarding the deficit that was carried forward from previous years. The strata agent will check the audit report of 2008 and report back to council. Also, council requested a breakdown of all repairs and maintenance expenses for 2009 to find out the reason for being over budget by approximately \$40,000. The strata agent will prepare the information for council's review.

**ACTION: Agent**

5. Draft Budget Estimate: Council reviewed a revised draft budget estimate for 2010. There was a lengthy discussion on whether some of the items should be included in the operating budget or treated as a separate item, the cost to be recovered by special levies. The agent will prepare several budget options for council's further review.

**ACTION: Agent**

## **COMMITTEE REPORTS**

1. Parking:

(a) Locker and Parking Allocation: This item has been tabled.

**ACTION: Council**

(b) Parking Stall Sale: This item has been tabled.

**ACTION: Council**

2. Security: Nothing to report.

**ACTION: None**

3. Fitness Area:

(a) Gym Equipment/2010 Project: This will be included in the 2010 operating budget for owners' approval.

**ACTION: Agent**

4. Communication: No report available.

5. Building Maintenance: The strata council reviewed the report prepared by the Building Maintenance Committee. The strata agent will follow up with the building manager to address all concerns noted in the report.

**ACTION: Agent/Building Manager**

6. Rules and Bylaws: None.

### **BUSINESS ARISING**

1. 2606 Balcony Repair: This item has been tabled.

2. Elevator Mirrors: The agent advised council that Extreme Glass is unable to source a suitable frame for the elevator mirrors. Council decided to leave the mirrors as they are and ask the building manager to clean the black felt markings off the mirrors.

**ACTION: Building Manager**

3. Building Aesthetics/Lobby Art Work: Troy Wolfe advised council that the artist that he is dealing with is not going to put her artwork in the building. No further action is required.

**ACTION: None**

4. 2009 Project List:

(a) Carpet Replacement: Replacement of the lounge carpet using the left over carpet and also the replacement of the 3<sup>rd</sup> floor hallway carpets will be carried out during next fiscal year upon approval of the new budget. The strata agent will ask the building manager to move the left over carpet to another location as it is now occupying a parking stall of an owner.

**ACTION: Agent/Building Manager**

- (b) Fob System Upgrade: The strata agent reported to council that the fob system upgrade is going to be completed within the next few days.

**ACTION: Cobra**

5. Guest Suites/Olympics: Melanie advised council that there is still no booking of the guest suite during the Olympic time. In order to promote the rental of the guest suite, council decided to reduce the rental fee to \$120 per night (3 nights minimum). Also, the rental arrangement will be handled by the building manager through normal procedures instead of through a rental agency. A notice was put up in the elevators and emailed to owners advising that regular rates apply except for the Olympic and Paralympic periods where the fee will be \$100 per night.

**ACTION: Council**

6. Employee Job Description/Monthly Maintenance Schedule: This item has been tabled.

**ACTION: Council**

7. Greening the Savoy: This item has been tabled.

**ACTION: Council**

8. 2805 Solarium: The strata agent advised the strata council that both the building manager and Metro Roofing have tried many times to arrange access to the unit but no response was received from the owner. They will continue their attempts to make arrangements.

**ACTION: Metro Roofing/Building Manager**

9. 1801 Interior Repair: The strata council agreed to allow the owners of unit 1801 use his own contractor to finish the interior repairs in this unit, but the strata corporation will only pay his contractor the price quoted by The Restoration Shop. The strata agent will inform the owners of 1801 accordingly.

**ACTION: Agent**

10. Annual Fire Inspection: The strata council approved a quote submitted by Bartec Fire Safety for fixing the deficiencies found during the last fire testing. The quote price is \$2,265.69. In regard to some items of repair that Bartec Fire Safety is unable to give a firm quote, the strata agent will contact other fire service companies to see if they are able to provide a firm quote for council's consideration.

**ACTION: Agent**

11 Purchase of Strata Suite: This item has been tabled.

**ACTION: Council**

12. Unit 106 – Window Condensation: This item has been tabled.

**ACTION: Council**

### **CORRESPONDENCE**

Owners are invited to write council via the management company regarding any strata matters.
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1. A letter was received from an owner disputing the charge of \$200 for their use of the lounge in November and December 2009. Council will check with the building manager to find out details of the two bookings before responding to the owner.

**ACTION: Council**

### **NEW BUSINESS**

1. Home Renovation Tax Credit: The strata council directed the strata agent to provide them with all the invoices of major work done in 2009. Council will decide which one is to be used for the calculation of the Home Renovation Tax Credit for each unit.

**ACTION: Agent/Council**

2. Composting: Melanie will forward to council a document from Growing City Composting for providing composting service for the building. Council will discuss this topic at the next council meeting.

**ACTION: Council**

3. 2604 – Exterior Repair: The strata agent presented to the strata council a quote submitted by Western International Development for repairing a leak from the exterior wall through failed sealant of the dryer vent to unit #2604. The budget price is \$750 plus GST. This was accepted by council.

**ACTION: Western International**

4. Annual General Meeting: It was decided by council to hold the next Annual General Meeting on Thursday, April 15, 2010 at 7:00 p.m. in the Rosedale on Robson Street Hotel. The strata agent will reserve the venue and prepare a draft AGM Notice for council's review at the next council meeting.

**ACTION: Agent**

There being no further business, the meeting was adjourned at 9:50 p.m. The next council meeting will be held on Thursday, March 11, 2010 at 7:00 p.m. in the Meeting Room of 928 Richards Street, Vancouver, B.C.

Douglas Mak  
Vancouver Condominium Services Ltd.  
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Vancouver, B.C. V6E 3J7

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Toll free: 1-877-684-6291/ Fax: 684-1539

DM/sd

# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4155

### THE SAVOY

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**HELD:** On Thursday, March 11, 2010 at 7:00 p.m. in the Meeting Room of 928 Richards Street, Vancouver, B.C.

**PRESENT:**

Melanie ter Borg	President
Ted Schenkeveld	Treasurer/Maintenance
Willie Uy	Landscape/Maintenance
Rick Gannon	Maintenance
Ryan Thompson	Website
Dan Streiff	

**REGRETS:** Troy Wolfe Vice President

**BUILDING MANAGER:** Ed Vienneau

**STRATA AGENT:** Douglas Mak, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:05 p.m.

#### **MINUTES**

It was moved, seconded and carried to adopt the minutes of the January 26, 2010 council meeting, as circulated.

#### **FINANCIAL REPORT**

1. **Monthly Statement:** Following discussion, it was moved, seconded and carried to adopt the January 2010 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the 1<sup>st</sup> month as at January 31, 2010 in the appropriate funds are as follows:
  - Total Cash Balance \$250,384.02 (including CRF Balance)
  - CRF Balance \$246,858.83 (Contingency Reserve Fund)
  - Security FOB System \$ 32,088.42



3. Arrears: The agent reviewed the arrears report with strata council and advised council that a unit with over \$3,000 of strata fees in arrears has settled the outstanding balance in their account in early March. The agent will follow-up with other units with outstanding strata fees for payment.

**ACTION: Agent**

4. Draft Budget 2010: There was a lengthy discussion on the revised budget working paper for 2010. Several amendments were made. It was decided that the accumulated operating deficit from previous years will not be incorporated into the 2010 budget and the operating deficit will be recovered from the owners by means of a Special Levy. Also, due to the implementation of the HST starting July 1, 2010 and a projected increase in the gas and hydro rates, the 2010 proposed budget will have a 2.5% increase in strata fees. This proposed budget will be presented to the owners at the Annual General Meeting for approval.

**ACTION: Agent**

5. Draft Audit Report: Council reviewed and adopted the draft audit report for the last fiscal year ending December 31, 2009 prepared by Berris Mangan, Chartered Accountants. The agent will advise Berris Mangan, Chartered Accounts to finalize the report accordingly. Any owners who wish to obtain a copy of the audit report are asked to please contact the strata agent for arrangements.

**ACTION: Agent**

## **COMMITTEE REPORTS**

1. Parking: It was noted that the underground parkade was power washed by the building manager in February.
2. Security: Nothing to report.
3. Fitness Area:
  - (a) Gym Equipment: This item was tabled. A gym committee will be set up after the Annual General meeting to deal with the purchase of new equipment for the gym room.

**ACTION: Council**

4. Communication: No report available.
5. Building Maintenance: No report available.
6. Rules and Bylaws: Residents should be advised that the Lounge and/or Guest Suite shall not be considered booked until the deposit is received in full.

## **BUSINESS ARISING**

1. Hytec Water System: Agent advised council that there is a company in Vancouver that provides filter systems to the water and this method of treatment is different than that of Hytec Water System. Following discussion, council agreed to sign a new three year contract with Hytec Water System. According to this new agreement, the monthly fee is \$495 and Hytec Water System will upgrade the Hytec Domestic Water Management System and Soft Water System for the swimming pool at no extra cost to the strata corporation.

**ACTION: Agent/Hytec**

2. #2606 Balcony Repair: The building manager will contact the owner of unit 2606 to find out if this is still a leak from the balcony parapet wall. If the leak is still active, the agent will contact Metro Roofing to fix this leak.

**ACTION: Building Manager/Agent**

3. 2009 Project List:

- (a) Carpet Replacement: The replacement of the lounge carpet using left over carpets and replacement of the third floor hallway carpets will be done after the Annual General Meeting.

**ACTION: Agent**

- (b) Fob System Upgrade: CIS has completed the upgrading of the key fob system in the building. Council agreed that the invoice in the amount of \$25,899.04 be paid.

It was noted that some key fobs are not transferred from the old system to the new system and therefore unable to open the doors. If you have a concern, please contact the building manager during office hours for verification.

**ACTION: None**

4. Employee Job Description/Monthly Maintenance Schedule: This item has been tabled.

**ACTION: Council**

5. Greening The Savoy: It was noted that the Trading Post in P4 is full again. Council will arrange a contractor to pick up those items in the Trading Post. If you are interested in taking part in a kitchen scrap composting pilot project or community garden project in The Savoy, please send an email to savoygreenteam@gmail.com.

**ACTION: Council**

6. 2805 Solarium: The owner of unit 2805 will provide the building manager with a spare key to the suite to allow access for Metro Roofing to carry out the repair to the solarium of this unit.

**ACTION: Building Manager/Metro Roofing**

7. Fire Deficiency Repair: The agent advised council that Bartec Fire Safety Systems will schedule to repair of the fire deficiencies in the near future.

**ACTION: Bartec**

8. Unit 106 Window Condensation: In order to identify the cause of the window condensation problem in the townhouses, council directed the agent to obtain a quote from a contractor who specializes in this area to investigate and fix this condensation problem.

**ACTION: Agent**

9. Home Renovation Tax Credit (HRTC): A memo regarding HRTC Schedule was sent to all the owners on March 8, 2010. Any owners who are eligible for the HRTC with respect to their units may include this schedule when filing their 2009 Tax Return with the Canada Revenue Agency by the end of April 2010.

**ACTION: Owners**

10. Composting: This topic will be further discussed at the next council meeting.

**ACTION: Council**

11. Annual General Meeting: The next Annual General Meeting will be held on Thursday, April 15, 2010 at 7:00 pm (Registration 6:30 p.m.) in the Chevalier Room of Rosedale on Robson Suite Hotel at 838 Hamilton Street, Vancouver. There will be one  $\frac{3}{4}$  Vote Resolution for deficit recovery and one majority vote resolution for ratification of the parking and locker list on the agenda. The agent will prepare the draft AGM notice for council's review and approval. The Annual General Meeting notice will be sent out to the owners on March 25, 2010. As always, owners interested in running and volunteering with The Savoy strata council are encouraged to come forward.

**ACTION: Agent**

## **CORRESPONDENCE**

*Owners are invited to write council via the management company regarding any strata matters.*

None.

## **NEW BUSINESS**

1. Window Cleaning: The agent presented to council a quote submitted by Red Lion Exterior Building Maintenance for cleaning all the exterior inaccessible windows, outside railing glass, lobby interior and exterior glass, pool skylights and pool/gym/spa window in and out. The quoted price is \$3,960 plus GST. This quote was accepted by council. The agent will schedule the cleaning to be done in April.

**ACTION: Agent/Red Lion**

2. Floor Safety Quote for Pool Deck: A quote was received from Global Floor Safety Network proposing to apply anti-slip treatment to the pool deck area. The quoted price is \$2,080.70 plus tax. Since this is not a priority item, this item was tabled.

**ACTION: None**

3. Trees and Shrubs Service: Council reviewed a quote submitted by Davey Tree for fertilizing the maple, dogwoods, and beech trees along Richards Street and inside the courtyard area. The quoted price is \$439 plus GST. This quote was accepted by council.

**ACTION: Davey Tree**

4. Insurance Premium Refund: Since, according to an updated appraisal report from Suncorp Evaluations in October 2009, the appraised reconstruction cost of The Savoy was lowered from \$44,264,800 to \$39,603,700, there is a refund of insurance premium from The Co-Operators and the refund cheque in the amount \$2,154 was received on March 5, 2010.

**ACTION: None**

5. Turn-around Area in Back Lane: Council directed the agent to check with the City to find out if it is possible to designate the turn-around area in the back lane as a temporarily loading zone to allow owners to park their vehicles for 15 minutes for loading and unloading.

**ACTION: Agent**

6. Visitor Parking Pass (Green Pass): Please be reminded that any owners who lost their Visitor Parking Pass and request a replacement must pay \$25 for each replacement.

**ACTION: None**

There being no further business, the meeting was adjourned at 9:30 p.m. The next meeting will be the Annual General Meeting which will be held on Thursday, April 15, 2010 at 7:00 p.m. in the Chevalier Room of Rosedale on Robson Suite Hotel at 838 Hamilton Street, Vancouver, B.C.

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DM/lc

# WHAT YOU NEED TO KNOW ABOUT AN EARTHQUAKE

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We recognize that this is a sensitive topic due to the recent devastating earthquake in Haiti; however, it is imperative that we all understand the reality of dealing with the aftermath of a major earthquake ...

1. You are on your own. Do not count on your strata council or management company for assistance.
2. There is not a supply of food, water, blankets or other survival provisions stored anywhere on the property. You are on your own and need to prepare accordingly.
3. If there is natural gas service to your strata corporation there is no plan for shutting off the gas supply.
4. There are no arrangements for alternate living quarters if you are unable to return to your strata lot. You are on your own.
5. Depending on the severity of the earthquake, you may not be able to telephone/email the management company for assistance.
6. The contents of your strata lot, your automobile(s) and other personal property are not insured by the strata corporation. If you have made improvements to your strata lot, such improvements or betterments are not insured by the strata corporation either.
7. The strata corporation is insured for earthquake damage; HOWEVER, there is a deductible which means that there is no coverage for damages within that deductible. Generally the deductible is 10% of the value of the strata corporation although in some instances (ie. Richmond) the deductible could be 15% or 20% of the value of the property. In most cases this will amount to millions of dollars. Your strata corporation does not have reserve funds available to meet such a huge deductible. Repairs will have to be funded by one or more special levies. These could be substantial.
8. There is NO government plan or fund to assist either you or your strata corporation. You are on your own.

While it would be nice to hear that there are plans and that there is a safety net, your strata council and VCS bring you the above information in an effort to alert you to the reality of an earthquake scenario. The Government of Canada advises you should be prepared to be self sufficient for at least 72 hours. Accordingly, you need to develop your own personal plans for survival. Like many people, you will not be adequately prepared and that is "human nature". Please remember, however, that "You are on your own" is the hard truth and the only rule that counts.

For further information, please visit the following websites:

Ministry of Public Safety & Solicitor General

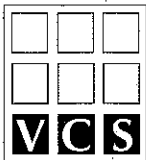
[http://www.pep.bc.ca/hazard\\_preparedness/earthquake\\_preparedness.html](http://www.pep.bc.ca/hazard_preparedness/earthquake_preparedness.html)

City of Vancouver Earthquake Preparedness Tips

<http://vancouver.ca/emerg/prepyourself/earthquaketips.htm>

Public Safety Canada - What To Do during an Earthquake

<http://www.preparez-vous.ca/fl/earthquakes-what-to-do-eng.pdf>



# VANCOUVER CONDOMINIUM SERVICES LTD.

400 - 1281 W. GEORGIA STREET, VANCOUVER, B.C. V6E 3J7

April 20, 2010

MEMO TO: Owners  
Strata Plan LMS-4155

FROM: Douglas Mak

RE: **ANNUAL GENERAL MEETING MINUTES**

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Attached are the minutes of the Annual General Meeting held on Thursday, April 15, 2010. Please read and retain them for future reference.

**STRATA FEES: There is an increase in strata fees retroactive to January 1, 2010.**

As the Annual General Meeting was held after the strata corporation's fiscal year-end, all owners will be required to issue a "catch-up" cheque made payable to "Strata Plan LMS-4155" which covers the difference in your strata fees since the strata corporation's fiscal year-end and the time the new budget was passed on April 15, 2010.

For those owners on pre-authorized chequing (PAC), your strata fee payments will be adjusted to the new rate on May 1, 2010. Therefore, you will be required to issue a "catch-up" cheque for the months from January to April 2010 as the "catch-up" fee will not be withdrawn from your bank account. **SEE ATTACHED CATCH-UP FEE SCHEDULE.**

For those owners who pay by post-dated cheques, please issue new post-dated cheques made payable to "Strata Plan LMS-4155" at the new strata fee amount. **SEE ATTACHED SCHEDULE FOR YOUR NEW STRATA FEE AMOUNT.** You will also be required to issue a "catch-up" cheque for the months from January to April 2010. **SEE ATTACHED CATCH-UP FEE SCHEDULE.**

**SPECIAL LEVY:** A special levy was passed. See attached levy schedule. Payment is due on June 1, 2010. This levy will NOT be added to PAC pre-authorized chequing plan. Please issue post-dated cheques payable to "Strata Plan LMS-4155".

\* \* \*

LC/af  
Encl.

LMS4155/agm cover memo.doc



STRATA PLAN LMS-4155  
 Strata Fees Catch-Up Schedule

16-Apr-10  
 YEAR END: DECEMBER 31

PASSED ON: April 15, 2010

UNIT	S.L.	U/E	NEW FEES 2010	OLD FEES 2009	DIFF. X 1 MONTH	DIFF. X 2 MONTHS	DIFF. X 3 MONTHS	DIFF. X 4 MONTHS
101 - 926	8	748	\$320.26	\$312.41	\$7.85	\$15.70	\$23.55	\$31.40
102 - Lobby	7	884	\$378.49	\$369.21	\$9.28	\$18.56	\$27.84	\$37.12
103 - Lobby	6	893	\$382.34	\$372.97	\$9.37	\$18.74	\$28.11	\$37.48
104 - 930	5	735	\$314.69	\$306.98	\$7.71	\$15.42	\$23.13	\$30.84
105 - 936	4	739	\$316.41	\$308.65	\$7.76	\$15.52	\$23.28	\$31.04
106 - 950	3	742	\$317.69	\$309.90	\$7.79	\$15.58	\$23.37	\$31.16
107 - 952	2	742	\$317.69	\$309.90	\$7.79	\$15.58	\$23.37	\$31.16
108 - 956	1	743	\$318.12	\$310.32	\$7.80	\$15.60	\$23.40	\$31.20
201	20	750	\$321.12	\$313.24	\$7.88	\$15.76	\$23.64	\$31.52
202	19	606	\$259.46	\$253.10	\$6.36	\$12.72	\$19.08	\$25.44
203	18	587	\$251.33	\$245.16	\$6.17	\$12.34	\$18.51	\$24.68
204	17	491	\$210.22	\$205.07	\$5.15	\$10.30	\$15.45	\$20.60
205	16	820	\$351.09	\$342.48	\$8.61	\$17.22	\$25.83	\$34.44
206	15	560	\$239.77	\$233.89	\$5.88	\$11.76	\$17.64	\$23.52
207	14	921	\$394.33	\$384.66	\$9.67	\$19.34	\$29.01	\$38.68
208	13	821	\$351.51	\$342.90	\$8.61	\$17.22	\$25.83	\$34.44
209	12	823	\$352.37	\$343.73	\$8.64	\$17.28	\$25.92	\$34.56
210	11	821	\$351.51	\$342.90	\$8.61	\$17.22	\$25.83	\$34.44
211	10	819	\$350.66	\$342.06	\$8.60	\$17.20	\$25.80	\$34.40
212	9	828	\$354.51	\$345.82	\$8.69	\$17.38	\$26.07	\$34.76
301	33	941	\$402.89	\$393.02	\$9.87	\$19.74	\$29.61	\$39.48
302	32	608	\$260.32	\$253.94	\$6.38	\$12.76	\$19.14	\$25.52
303	31	584	\$250.04	\$243.91	\$6.13	\$12.26	\$18.39	\$24.52
304	30	491	\$210.22	\$205.07	\$5.15	\$10.30	\$15.45	\$20.60
305	29	862	\$369.07	\$360.02	\$9.05	\$18.10	\$27.15	\$36.20
306	28	548	\$234.63	\$228.88	\$5.75	\$11.50	\$17.25	\$23.00
307	27	482	\$206.37	\$201.31	\$5.06	\$10.12	\$15.18	\$20.24
308	26	554	\$237.20	\$231.38	\$5.82	\$11.64	\$17.46	\$23.28
309	25	608	\$260.32	\$253.94	\$6.38	\$12.76	\$19.14	\$25.52
310	24	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
311	23	623	\$266.74	\$260.20	\$6.54	\$13.08	\$19.62	\$26.16
312	22	624	\$267.17	\$260.62	\$6.55	\$13.10	\$19.65	\$26.20
313	21	745	\$318.97	\$311.15	\$7.82	\$15.64	\$23.46	\$31.28
401	35	582	\$249.19	\$243.08	\$6.11	\$12.22	\$18.33	\$24.44
402	36	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
403	37	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
404	38	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
405	39	750	\$321.12	\$313.24	\$7.88	\$15.76	\$23.64	\$31.52
406	40	748	\$320.26	\$312.41	\$7.85	\$15.70	\$23.55	\$31.40
407	34	610	\$261.17	\$254.77	\$6.40	\$12.80	\$19.20	\$25.60
501	42	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
502	43	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
503	44	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
504	45	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
505	46	750	\$321.12	\$313.24	\$7.88	\$15.76	\$23.64	\$31.52
506	47	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
507	41	608	\$260.32	\$253.94	\$6.38	\$12.76	\$19.14	\$25.52
601	49	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
602	50	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
603	51	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
604	52	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
605	53	751	\$321.54	\$313.66	\$7.88	\$15.76	\$23.64	\$31.52
606	54	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
607	48	608	\$260.32	\$253.94	\$6.38	\$12.76	\$19.14	\$25.52
701	56	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
702	57	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
703	58	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
704	59	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
705	60	751	\$321.54	\$313.66	\$7.88	\$15.76	\$23.64	\$31.52



STRATA PLAN LMS-4155  
 Strata Fees Catch-Up Schedule

16-Apr-10  
 YEAR END: DECEMBER 31

PASSED ON: April 15, 2010

UNIT	S.L.	U/E	NEW FEES 2010	OLD FEES 2009	DIFF. X 1 MONTH	DIFF. X 2 MONTHS	DIFF. X 3 MONTHS	DIFF. X 4 MONTHS
706	61	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
707	55	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
801	63	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
802	64	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
803	65	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
804	66	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
805	67	751	\$321.54	\$313.66	\$7.88	\$15.76	\$23.64	\$31.52
806	68	748	\$320.26	\$312.41	\$7.85	\$15.70	\$23.55	\$31.40
807	62	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
901	70	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
902	71	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
903	72	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
904	73	608	\$260.32	\$253.94	\$6.38	\$12.76	\$19.14	\$25.52
905	74	751	\$321.54	\$313.66	\$7.88	\$15.76	\$23.64	\$31.52
906	75	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
907	69	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1001	77	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1002	78	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
1003	79	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1004	80	608	\$260.32	\$253.94	\$6.38	\$12.76	\$19.14	\$25.52
1005	81	750	\$321.12	\$313.24	\$7.88	\$15.76	\$23.64	\$31.52
1006	82	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
1007	76	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1101	84	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1102	85	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
1103	86	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1104	87	608	\$260.32	\$253.94	\$6.38	\$12.76	\$19.14	\$25.52
1105	88	750	\$321.12	\$313.24	\$7.88	\$15.76	\$23.64	\$31.52
1106	89	750	\$321.12	\$313.24	\$7.88	\$15.76	\$23.64	\$31.52
1107	83	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1201	91	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1202	92	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
1203	93	583	\$249.61	\$243.49	\$6.12	\$12.24	\$18.36	\$24.48
1204	94	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1205	95	751	\$321.54	\$313.66	\$7.88	\$15.76	\$23.64	\$31.52
1206	96	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
1207	90	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1301	98	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1302	99	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
1303	100	584	\$250.04	\$243.91	\$6.13	\$12.26	\$18.39	\$24.52
1304	101	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1305	102	751	\$321.54	\$313.66	\$7.88	\$15.76	\$23.64	\$31.52
1306	103	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
1307	97	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1401	105	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1402	106	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
1403	107	583	\$249.61	\$243.49	\$6.12	\$12.24	\$18.36	\$24.48
1404	108	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1405	109	750	\$321.12	\$313.24	\$7.88	\$15.76	\$23.64	\$31.52
1406	110	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
1407	104	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1501	112	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1502	113	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
1503	114	584	\$250.04	\$243.91	\$6.13	\$12.26	\$18.39	\$24.52
1504	115	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1505	116	750	\$321.12	\$313.24	\$7.88	\$15.76	\$23.64	\$31.52
1506	117	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
1507	111	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1601	119	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60

STRATA PLAN LMS-4155  
 Strata Fees Catch-Up Schedule

16-Apr-10  
 YEAR END: DECEMBER 31

PASSED ON: April 15, 2010

UNIT	S.L.	U/E	NEW FEES 2010	OLD FEES 2009	DIFF. X 1 MONTH	DIFF. X 2 MONTHS	DIFF. X 3 MONTHS	DIFF. X 4 MONTHS
1602	120	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
1603	121	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1604	122	608	\$260.32	\$253.94	\$6.38	\$12.76	\$19.14	\$25.52
1605	123	751	\$321.54	\$313.66	\$7.88	\$15.76	\$23.64	\$31.52
1606	124	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
1607	118	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1701	126	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1702	127	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
1703	128	584	\$250.04	\$243.91	\$6.13	\$12.26	\$18.39	\$24.52
1704	129	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1705	130	752	\$321.97	\$314.08	\$7.89	\$15.78	\$23.67	\$31.56
1706	131	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
1707	125	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1801	133	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1802	134	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
1803	135	584	\$250.04	\$243.91	\$6.13	\$12.26	\$18.39	\$24.52
1804	136	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1805	137	752	\$321.97	\$314.08	\$7.89	\$15.78	\$23.67	\$31.56
1806	138	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
1807	132	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1901	140	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
1902	141	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
1903	142	584	\$250.04	\$243.91	\$6.13	\$12.26	\$18.39	\$24.52
1904	143	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
1905	144	752	\$321.97	\$314.08	\$7.89	\$15.78	\$23.67	\$31.56
1906	145	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
1907	139	609	\$260.75	\$254.35	\$6.40	\$12.80	\$19.20	\$25.60
2001	147	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
2002	148	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
2003	149	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
2004	150	605	\$259.03	\$252.68	\$6.35	\$12.70	\$19.05	\$25.40
2005	151	752	\$321.97	\$314.08	\$7.89	\$15.78	\$23.67	\$31.56
2006	152	750	\$321.12	\$313.24	\$7.88	\$15.76	\$23.64	\$31.52
2007	146	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
2101	154	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
2102	155	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
2103	156	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
2104	157	608	\$260.32	\$253.94	\$6.38	\$12.76	\$19.14	\$25.52
2105	158	753	\$322.40	\$314.50	\$7.90	\$15.80	\$23.70	\$31.60
2106	159	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
2107	153	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
2201	161	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
2202	162	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
2203	163	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
2204	164	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
2205	165	755	\$323.26	\$315.33	\$7.93	\$15.86	\$23.79	\$31.72
2206	166	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
2207	160	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
2301	168	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
2302	169	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
2303	170	587	\$251.33	\$245.16	\$6.17	\$12.34	\$18.51	\$24.68
2304	171	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
2305	172	755	\$323.26	\$315.33	\$7.93	\$15.86	\$23.79	\$31.72
2306	173	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
2307	167	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
2401	175	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
2402	176	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
2403	177	587	\$251.33	\$245.16	\$6.17	\$12.34	\$18.51	\$24.68
2404	178	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48

STRATA PLAN LMS-4155  
 Strata Fees Catch-Up Schedule

16-Apr-10  
 YEAR END: DECEMBER 31

PASSED ON: April 15, 2010

UNIT	S.L.	U/E	NEW FEES 2010	OLD FEES 2009	DIFF. X 1 MONTH	DIFF. X 2 MONTHS	DIFF. X 3 MONTHS	DIFF. X 4 MONTHS
2405	179	752	\$321.97	\$314.08	\$7.89	\$15.78	\$23.67	\$31.56
2406	180	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
2407	174	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
2501	182	586	\$250.90	\$244.75	\$6.15	\$12.30	\$18.45	\$24.60
2502	183	490	\$209.80	\$204.65	\$5.15	\$10.30	\$15.45	\$20.60
2503	184	587	\$251.33	\$245.16	\$6.17	\$12.34	\$18.51	\$24.68
2504	185	607	\$259.89	\$253.52	\$6.37	\$12.74	\$19.11	\$25.48
2505	186	749	\$320.69	\$312.83	\$7.86	\$15.72	\$23.58	\$31.44
2506	187	747	\$319.83	\$311.99	\$7.84	\$15.68	\$23.52	\$31.36
2507	181	608	\$260.32	\$253.94	\$6.38	\$12.76	\$19.14	\$25.52
2601	189	568	\$243.19	\$237.23	\$5.96	\$11.92	\$17.88	\$23.84
2602	190	465	\$199.09	\$194.21	\$4.88	\$9.76	\$14.64	\$19.52
2603	191	570	\$244.05	\$238.06	\$5.99	\$11.98	\$17.97	\$23.96
2604	192	561	\$240.19	\$234.31	\$5.88	\$11.76	\$17.64	\$23.52
2605	193	738	\$315.98	\$308.23	\$7.75	\$15.50	\$23.25	\$31.00
2606	194	737	\$315.55	\$307.81	\$7.74	\$15.48	\$23.22	\$30.96
2607	188	563	\$241.05	\$235.14	\$5.91	\$11.82	\$17.73	\$23.64
2701	196	569	\$243.62	\$237.65	\$5.97	\$11.94	\$17.91	\$23.88
2702	197	465	\$199.09	\$194.21	\$4.88	\$9.76	\$14.64	\$19.52
2703	198	570	\$244.05	\$238.06	\$5.99	\$11.98	\$17.97	\$23.96
2704	199	561	\$240.19	\$234.31	\$5.88	\$11.76	\$17.64	\$23.52
2705	200	736	\$315.12	\$307.40	\$7.72	\$15.44	\$23.16	\$30.88
2706	201	737	\$315.55	\$307.81	\$7.74	\$15.48	\$23.22	\$30.96
2707	195	562	\$240.62	\$234.72	\$5.90	\$11.80	\$17.70	\$23.60
2801	203	568	\$243.19	\$237.23	\$5.96	\$11.92	\$17.88	\$23.84
2802	204	465	\$199.09	\$194.21	\$4.88	\$9.76	\$14.64	\$19.52
2803	205	569	\$243.62	\$237.65	\$5.97	\$11.94	\$17.91	\$23.88
2804	206	562	\$240.62	\$234.72	\$5.90	\$11.80	\$17.70	\$23.60
2805	207	736	\$315.12	\$307.40	\$7.72	\$15.44	\$23.16	\$30.88
2806	208	735	\$314.69	\$306.98	\$7.71	\$15.42	\$23.13	\$30.84
2807	202	562	\$240.62	\$234.72	\$5.90	\$11.80	\$17.70	\$23.60
3201 - PH1	214	1276	\$546.32	\$532.93	\$13.39	\$26.78	\$40.17	\$53.56
3202 - PH2	209	1168	\$500.08	\$487.82	\$12.26	\$24.52	\$36.78	\$49.04
3203 - PH3	210	1321	\$565.59	\$551.73	\$13.86	\$27.72	\$41.58	\$55.44
3204 - PH4	211	1322	\$566.02	\$552.14	\$13.88	\$27.76	\$41.64	\$55.52
3205 - PH5	212	1209	\$517.64	\$504.95	\$12.69	\$25.38	\$38.07	\$50.76
3206 - PH6	213	1276	\$546.32	\$532.93	\$13.39	\$26.78	\$40.17	\$53.56
TOTAL U/E		139830	\$59,869.06	\$58,401.11	\$1,467.95	\$2,935.90	\$4,403.85	\$5,871.80
			x 12	x 12				
			\$718,428.72	\$700,813.32				

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

16-Apr-10  
 YEAR END: DECEMBER 31

**PASSED ON:** April 15, 2010  
**RE:** Deficit Recovery  
**PAYMENT PLAN:** Payable over 6 months, commencing June 1, 2010

UNIT	S.L.	U/E	TOTAL LEVY \$49,822.00	MONTHLY DUE
101 - 926	8	748	\$266.52	\$44.42
102 - Lobby	7	884	\$314.97	\$52.50
103 - Lobby	6	893	\$318.18	\$53.03
104 - 930	5	735	\$261.88	\$43.65
105 - 936	4	739	\$263.31	\$43.89
106 - 950	3	742	\$264.38	\$44.06
107 - 952	2	742	\$264.38	\$44.06
108 - 956	1	743	\$264.73	\$44.12
201	20	750	\$267.23	\$44.54
202	19	606	\$215.92	\$35.99
203	18	587	\$209.15	\$34.86
204	17	491	\$174.95	\$29.16
205	16	820	\$292.17	\$48.70
206	15	560	\$199.53	\$33.26
207	14	921	\$328.16	\$54.69
208	13	821	\$292.53	\$48.76
209	12	823	\$293.24	\$48.87
210	11	821	\$292.53	\$48.76
211	10	819	\$291.81	\$48.64
212	9	828	\$295.02	\$49.17
301	33	941	\$335.28	\$55.88
302	32	608	\$216.63	\$36.11
303	31	584	\$208.08	\$34.68
304	30	491	\$174.95	\$29.16
305	29	862	\$307.13	\$51.19
306	28	548	\$195.25	\$32.54
307	27	482	\$171.74	\$28.62
308	26	554	\$197.39	\$32.90
309	25	608	\$216.63	\$36.11
310	24	607	\$216.28	\$36.05
311	23	623	\$221.98	\$37.00
312	22	624	\$222.33	\$37.06
313	21	745	\$265.45	\$44.24
401	35	582	\$207.37	\$34.56
402	36	490	\$174.59	\$29.10
403	37	586	\$208.79	\$34.80
404	38	607	\$216.28	\$36.05
405	39	750	\$267.23	\$44.54
406	40	748	\$266.52	\$44.42
407	34	610	\$217.35	\$36.23
501	42	586	\$208.79	\$34.80

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

16-Apr-10  
 YEAR END: DECEMBER 31

**PASSED ON:** April 15, 2010  
**RE:** Deficit Recovery  
**PAYMENT PLAN:** Payable over 6 months, commencing June 1, 2010

UNIT	S.L.	U/E	TOTAL LEVY \$49,822.00	MONTHLY DUE
502	43	490	\$174.59	\$29.10
503	44	586	\$208.79	\$34.80
504	45	607	\$216.28	\$36.05
505	46	750	\$267.23	\$44.54
506	47	749	\$266.87	\$44.48
507	41	608	\$216.63	\$36.11
601	49	586	\$208.79	\$34.80
602	50	490	\$174.59	\$29.10
603	51	586	\$208.79	\$34.80
604	52	607	\$216.28	\$36.05
605	53	751	\$267.58	\$44.60
606	54	749	\$266.87	\$44.48
607	48	608	\$216.63	\$36.11
701	56	586	\$208.79	\$34.80
702	57	490	\$174.59	\$29.10
703	58	586	\$208.79	\$34.80
704	59	607	\$216.28	\$36.05
705	60	751	\$267.58	\$44.60
706	61	749	\$266.87	\$44.48
707	55	609	\$216.99	\$36.17
801	63	586	\$208.79	\$34.80
802	64	490	\$174.59	\$29.10
803	65	586	\$208.79	\$34.80
804	66	607	\$216.28	\$36.05
805	67	751	\$267.58	\$44.60
806	68	748	\$266.52	\$44.42
807	62	609	\$216.99	\$36.17
901	70	586	\$208.79	\$34.80
902	71	490	\$174.59	\$29.10
903	72	586	\$208.79	\$34.80
904	73	608	\$216.63	\$36.11
905	74	751	\$267.58	\$44.60
906	75	749	\$266.87	\$44.48
907	69	609	\$216.99	\$36.17
1001	77	586	\$208.79	\$34.80
1002	78	490	\$174.59	\$29.10
1003	79	586	\$208.79	\$34.80
1004	80	608	\$216.63	\$36.11
1005	81	750	\$267.23	\$44.54
1006	82	749	\$266.87	\$44.48
1007	76	609	\$216.99	\$36.17

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

16-Apr-10  
 YEAR END: DECEMBER 31

**PASSED ON:** April 15, 2010  
**RE:** Deficit Recovery  
**PAYMENT PLAN:** Payable over 6 months, commencing June 1, 2010

UNIT	S.L.	U/E	TOTAL LEVY \$49,822.00	MONTHLY DUE
1101	84	586	\$208.79	\$34.80
1102	85	490	\$174.59	\$29.10
1103	86	586	\$208.79	\$34.80
1104	87	608	\$216.63	\$36.11
1105	88	750	\$267.23	\$44.54
1106	89	750	\$267.23	\$44.54
1107	83	609	\$216.99	\$36.17
1201	91	586	\$208.79	\$34.80
1202	92	490	\$174.59	\$29.10
1203	93	583	\$207.73	\$34.62
1204	94	609	\$216.99	\$36.17
1205	95	751	\$267.58	\$44.60
1206	96	749	\$266.87	\$44.48
1207	90	609	\$216.99	\$36.17
1301	98	586	\$208.79	\$34.80
1302	99	490	\$174.59	\$29.10
1303	100	584	\$208.08	\$34.68
1304	101	609	\$216.99	\$36.17
1305	102	751	\$267.58	\$44.60
1306	103	749	\$266.87	\$44.48
1307	97	609	\$216.99	\$36.17
1401	105	586	\$208.79	\$34.80
1402	106	490	\$174.59	\$29.10
1403	107	583	\$207.73	\$34.62
1404	108	609	\$216.99	\$36.17
1405	109	750	\$267.23	\$44.54
1406	110	749	\$266.87	\$44.48
1407	104	609	\$216.99	\$36.17
1501	112	586	\$208.79	\$34.80
1502	113	490	\$174.59	\$29.10
1503	114	584	\$208.08	\$34.68
1504	115	609	\$216.99	\$36.17
1505	116	750	\$267.23	\$44.54
1506	117	749	\$266.87	\$44.48
1507	111	609	\$216.99	\$36.17
1601	119	586	\$208.79	\$34.80
1602	120	490	\$174.59	\$29.10
1603	121	586	\$208.79	\$34.80
1604	122	608	\$216.63	\$36.11
1605	123	751	\$267.58	\$44.60
1606	124	749	\$266.87	\$44.48

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

16-Apr-10  
 YEAR END: DECEMBER 31

**PASSED ON:** April 15, 2010  
**RE:** Deficit Recovery  
**PAYMENT PLAN:** Payable over 6 months, commencing June 1, 2010

UNIT	S.L.	U/E	TOTAL LEVY \$49,822.00	MONTHLY DUE
1607	118	609	\$216.99	\$36.17
1701	126	586	\$208.79	\$34.80
1702	127	490	\$174.59	\$29.10
1703	128	584	\$208.08	\$34.68
1704	129	609	\$216.99	\$36.17
1705	130	752	\$267.94	\$44.66
1706	131	749	\$266.87	\$44.48
1707	125	609	\$216.99	\$36.17
1801	133	586	\$208.79	\$34.80
1802	134	490	\$174.59	\$29.10
1803	135	584	\$208.08	\$34.68
1804	136	609	\$216.99	\$36.17
1805	137	752	\$267.94	\$44.66
1806	138	749	\$266.87	\$44.48
1807	132	609	\$216.99	\$36.17
1901	140	586	\$208.79	\$34.80
1902	141	490	\$174.59	\$29.10
1903	142	584	\$208.08	\$34.68
1904	143	609	\$216.99	\$36.17
1905	144	752	\$267.94	\$44.66
1906	145	749	\$266.87	\$44.48
1907	139	609	\$216.99	\$36.17
2001	147	586	\$208.79	\$34.80
2002	148	490	\$174.59	\$29.10
2003	149	586	\$208.79	\$34.80
2004	150	605	\$215.56	\$35.93
2005	151	752	\$267.94	\$44.66
2006	152	750	\$267.23	\$44.54
2007	146	607	\$216.28	\$36.05
2101	154	586	\$208.79	\$34.80
2102	155	490	\$174.59	\$29.10
2103	156	586	\$208.79	\$34.80
2104	157	608	\$216.63	\$36.11
2105	158	753	\$268.30	\$44.72
2106	159	749	\$266.87	\$44.48
2107	153	607	\$216.28	\$36.05
2201	161	586	\$208.79	\$34.80
2202	162	490	\$174.59	\$29.10
2203	163	586	\$208.79	\$34.80
2204	164	607	\$216.28	\$36.05
2205	165	755	\$269.01	\$44.84

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

16-Apr-10  
 YEAR END: DECEMBER 31

**PASSED ON:** April 15, 2010  
**RE:** Deficit Recovery  
**PAYMENT PLAN:** Payable over 6 months, commencing June 1, 2010

UNIT	S.L.	U/E	TOTAL LEVY \$49,822.00	MONTHLY DUE
2206	166	749	\$266.87	\$44.48
2207	160	607	\$216.28	\$36.05
2301	168	586	\$208.79	\$34.80
2302	169	490	\$174.59	\$29.10
2303	170	587	\$209.15	\$34.86
2304	171	607	\$216.28	\$36.05
2305	172	755	\$269.01	\$44.84
2306	173	749	\$266.87	\$44.48
2307	167	607	\$216.28	\$36.05
2401	175	586	\$208.79	\$34.80
2402	176	490	\$174.59	\$29.10
2403	177	587	\$209.15	\$34.86
2404	178	607	\$216.28	\$36.05
2405	179	752	\$267.94	\$44.66
2406	180	749	\$266.87	\$44.48
2407	174	607	\$216.28	\$36.05
2501	182	586	\$208.79	\$34.80
2502	183	490	\$174.59	\$29.10
2503	184	587	\$209.15	\$34.86
2504	185	607	\$216.28	\$36.05
2505	186	749	\$266.87	\$44.48
2506	187	747	\$266.16	\$44.36
2507	181	608	\$216.63	\$36.11
2601	189	568	\$202.38	\$33.73
2602	190	465	\$165.68	\$27.61
2603	191	570	\$203.09	\$33.85
2604	192	561	\$199.89	\$33.32
2605	193	738	\$262.95	\$43.83
2606	194	737	\$262.60	\$43.77
2607	188	563	\$200.60	\$33.43
2701	196	569	\$202.74	\$33.79
2702	197	465	\$165.68	\$27.61
2703	198	570	\$203.09	\$33.85
2704	199	561	\$199.89	\$33.32
2705	200	736	\$262.24	\$43.71
2706	201	737	\$262.60	\$43.77
2707	195	562	\$200.24	\$33.37
2801	203	568	\$202.38	\$33.73
2802	204	465	\$165.68	\$27.61
2803	205	569	\$202.74	\$33.79
2804	206	562	\$200.24	\$33.37



**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

16-Apr-10  
 YEAR END: DECEMBER 31

**PASSED ON:** April 15, 2010  
**RE:** Deficit Recovery  
**PAYMENT PLAN:** Payable over 6 months, commencing June 1, 2010

UNIT	S.L.	U/E	TOTAL LEVY \$49,822.00	MONTHLY DUE
2805	207	736	\$262.24	\$43.71
2806	208	735	\$261.88	\$43.65
2807	202	562	\$200.24	\$33.37
3201 - PH1	214	1276	\$454.64	\$75.77
3202 - PH2	209	1168	\$416.16	\$69.36
3203 - PH3	210	1321	\$470.68	\$78.45
3204 - PH4	211	1322	\$471.03	\$78.51
3205 - PH5	212	1209	\$430.77	\$71.80
3206 - PH6	213	1276	\$454.64	\$75.77
TOTAL U/E		139830	\$49,821.88	\$8,303.65
				X 6
				\$49,821.88

**MINUTES OF ANNUAL GENERAL MEETING**  
**STRATA PLAN LMS-4155**  
**THE SAVOY**

---

**HELD:** On Thursday, April 15, 2010, at 7:00 p.m. in the Chevalier Room of Rosedale on Robson Suite Hotel, 838 Hamilton Street, Vancouver, B.C.

**PRESENT:** 58 owners in person or proxy, as per the registration sheet.

**STRATA AGENT:** Douglas Mak, Vancouver Condominium Services Ltd.

At 7:00 p.m., the time appointed for this Annual General Meeting, a quorum was not present. According to Section 27(8) of the *Strata Property Act*, "if at the time appointed for a general meeting, a quorum is not present, the meeting shall stand adjourned for a period of thirty minutes whereupon the adjourned meeting shall be reconvened at the same place and the persons present in person or by proxy and entitled to vote, shall constitute a quorum". The meeting was adjourned for thirty minutes and reconvened at 7:30 p.m.

**QUORUM REPORT**

There being a quorum present, the meeting was called to order at 7:30 p.m. by Douglas Mak who in agreement with the owners chaired the meeting. Introductions were made and the meeting commenced.

**PROOF OF NOTICE**

It was moved, seconded and carried to accept the Notice dated March 25, 2010 as proper Notice of Meeting.

**APPROVAL OF AGENDA**

It was moved, seconded and carried to accept the Agenda distributed with the Notice of Meeting.

**MINUTES**

It was moved, seconded and carried to adopt the minutes of the February 24, 2009 Annual General Meeting. There was no "Business Arising".

**UNFINISHED BUSINESS**

There was no "Unfinished Business".

## **PRESIDENT'S REPORT**

Owners are asked to please see the attached "President's Report" from Melanie ter Borg.

## **MAJORITY VOTE RESOLUTION**

The following Majority Vote Resolution was presented to the owners for their consideration:

### **MAJORITY VOTE RESOLUTION RATIFICATION OF PARKING & LOCKER LIST**

*WHEREAS The Owners, Strata Plan LMS-4155 do not have an accurate parking/storage locker list on file;*

*AND WHEREAS over the past two years the strata council have conducted surveys and requested copies of the owners' parking stall and storage assignment agreements to confirm allocations and create an accurate parking/storage list;*

*BE IT RESOLVED by a Majority Vote of The Owners, Strata Plan LMS-4155 that the attached list be ratified to be the parking/storage list on file for future reference as of April 15, 2010.*

\* \* \*

Following discussion, it was moved, seconded and **carried** to adopt the Majority Vote Resolution.

Ratification of Parking & Locker List – Unanimous.

## **INSURANCE REPORT**

The insurance policy for Strata Corporation –LMS-4155 as attached to the AGM notice was reviewed by the owners and approved.

All owners and residents are reminded that the strata corporation's insurance policy does not provide coverage for any individual contents, betterments, or improvements (i.e. storage locker contents, clothing, furniture, decorating, upgrading of carpets, flooring, etc.). Owners and residents must carry their own "Owner Package" insurance for this coverage, including any and all improvements. You should contact your home insurance company to determine if you have this coverage or not.

## **2010 BUDGET APPROVAL – YEAR-END DECEMBER 31<sup>ST</sup>:**

The 2010 budget was presented to the owners for detailed review and analysis.

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt the budget in the total amount of \$752,085. (56 in favour, 2 opposed, 0 abstentions).

**Owners Please Note: There is an increase in strata fees retroactive January 1, 2010. Please refer to the attached Schedule of new strata fees.**

As the Annual General Meeting was held after the strata corporation's fiscal year-end, all owners will be required to issue a catch-up cheque made payable to "Strata Plan LMS-4155" which covers the difference in their strata fees since the strata corporation's fiscal year-end and the time the new budget was passed on April 15, 2010.

For those owners on Pre-Authorized Chequing (PAC), strata fee payments will be adjusted to the new rate on May 1, 2010. Therefore, you will be required to issue a catch-up cheque for the months from January to April, 2010 as the catch-up fee will not be withdrawn from your bank account. Please see attached "Catch-up Fee Schedule".

For those owners who pay by post-dated cheques, please issue new post-dated cheques made payable to "Strata Plan LMS-4155" at the new strata fee amount. You will also be required to issue a catch-up cheque for the months from January to April, 2010. Please see attached "Catch-up Fee Schedule".

### **3/4 VOTE RESOLUTION**

The following 3/4 Vote Resolution was presented to the owners for their consideration:

#### **3/4 VOTE RESOLUTION DEFICIT RECOVERY**

***WHEREAS*** the Strata Corporation's auditor has confirmed a deficit in the Operating Fund for the fiscal year ending December 31, 2009 of \$49,822 (\$37,802 is the accumulated deficit carried from previous year and \$12,020 is the deficit for the year 2009);

***AND WHEREAS*** the Strata Property Act Section 105(2) requires that the deficit be eliminated during the next fiscal year;

***BE IT RESOLVED*** by a 3/4 vote resolution of The Owners, Strata Plan LMS-4155 that \$49,822 be raised for the purpose of recovering the Operating Fund deficit, such funds to be raised by a special levy charged upon the owners in proportion to the unit entitlement of their respective strata lots.

This special levy of \$49,822 shall be assessed on April 15, 2010, and shall become due and payable in full immediately on the passing of this resolution by the owners on title as at the end of that day and any owner who sells, conveys or transfers his/her title, or remortgages, before payment of this special levy is made in full, shall then pay the full amount outstanding.

As a matter of financial convenience only, the owners may pay this special levy over a period of six (6) months, such payments to be made in six (6) equal amounts on the first of each month, commencing on June 1, 2010 and ending on November 1, 2010. Notwithstanding the foregoing, this special levy is not considered as an "instalment" levy as contemplated by Section 108(3)(e) of the Strata Property Act, and Section 109 of the Strata Property Act therefore does not apply.

Any owner who fails to make any payment(s) in accordance with this resolution shall be assessed a fine of \$200 on each such late payment. The strata corporation may further add interest charges on overdue payments at the rate of 10% per annum compounded annually.

This special levy shall be considered as part of the common expenses of the strata corporation and Sections 116, 117 and 118 of the Strata Property Act, (see attached) shall be applicable where an owner fails to make the required payment as authorized by the passing of this  $\frac{3}{4}$  vote.

\* \* \*

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt  $\frac{3}{4}$  Vote Resolution – Deficit Recovery. (52 in favour, 6 opposed, 0 abstentions).

***Owners Please Note: This levy will not be added to the PAC Authorized Chequing Plan. Please issue post-dated cheques payable to "Strata Plan LMS-4155". The first payment is due on June 1, 2010. Please see attached "Special Levy Schedule".***

## **NEW BUSINESS**

1. **Balcony Leak:** An owner mentioned a leak that was recently found on her balcony. The agent will follow up with the repair.
2. **Cleaning of Exhaust Hose for Clothes Dryers:** An owner suggested to council to consider cleaning the exhaust hoses of the dryers of the individual units. This will be put on the agenda of the first council meeting for discussion.

## **ELECTION OF STRATA COUNCIL:**

All members of council for 2009 automatically retired from their positions, pursuant to the Strata Property Act. The owners expressed their appreciation for a job well done by the outgoing council. The following owners were nominated for council for 2010 fiscal year:

Adrianna Zalinko	Unit #2501
Melanie ter Borg	Unit # 705
Dan Streiff	Unit #2305
Rick Gannon	Unit #3206
Ryan Thompson	Unit #1104
Ted Schenkeveld	Unit #2003
Willie Uy	Unit # 603

There being no further nominations, it was moved, seconded and **carried** to cease nominations. The owners nominated were declared elected by acclamation.

There being no further business, the Annual General Meeting was adjourned at 8:05 p.m. The next council meeting is scheduled for Tuesday, May 25, 2010 at 7:00 p.m. in the Office of The Savoy, 928 Richards Street, Vancouver, B.C.



Douglas Mak  
Vancouver Condominium Services Ltd.  
#400 - 1281 West Georgia Street  
Vancouver, B.C.  
V6E 3J7

Telephone: 604-684-6291 (24-Hour Emergency Services)  
Toll free: 1-877-684-6291  
Fax: 604-684-1539

DM/lc

#### **Insurance Coverage**

All owners and residents are reminded that the strata corporation's insurance policy does not provide coverage for any individual contents, betterments, or improvements (i.e. storage locker contents, clothing, furniture, decorating, upgrading of carpets, flooring, etc.). Owners and residents must carry their own "Owner Package" insurance for this coverage, including any and all improvements. You should contact your home insurance company to determine if you have this coverage or not.

### President's Report for 2009

2009 was an enormously busy year for this year's Strata Council, with repairs, renovations and upgrades. These activities have modernized, increased the aesthetic value, and will lead to less maintenance over time.

On the security, night time services, and janitorial front, our three full-time staff have done an excellent job patrolling and cleaning the building. Our rotational system of floor-by-floor carpet cleaning and spot painting of walls has been successful and we have kept on top of damages as they occur. We'd like to say "thank you" to everyone who informs staff about accidental spills, dings and breakages so they can be dealt with immediately. In addition, we are very reliant on residents to keep management informed of security issues.

We completed the following items from our 2009 wish list: The trees were pruned and beds fitted with topsoil to maintain our arbor investment. New shrubs and fencing were installed to enhance the front facade appearance and security. Also, new carpets were installed on the hallway floors and in the lobby. The elevator cabs were redone with some new mirrors and siding.

In addition, the pool boiler was replaced, the cracks in the parkade were repaired, dryer vent cleaning was performed from inside and out, Pug Rock was installed in the front and back lobbies to update and increase resiliency to wall damage. The back lobby doorway was enlarged to facilitate moves and not bang up the walls. Sanding and refinishing of individual apartment doors left in poor condition by the developer was completed. Stainless steel corners and kickplates were installed around common doors. All of these required activities, in addition to some unforeseen maintenance work, resulted in us going over budget by \$12,000, or 1.6% of budget.

Together we can protect our investment and keep the Savoy as one of the nicest and friendliest buildings in Yaletown.

I'd like to recognize and thank current members of council: Troy Wolfe, Ted Schenkeveld, Willy Uy, Ryan Thompson, Rick Gannon, and Dan Streiff. Thank you also to Melanie Knight, chair of the Green Team subcommittee for her ideas and assistance. Thank you to the NROC (Non-Residents Committee) for their input. These volunteers have put their free time into strata and sub-committee meetings to keep this building running smoothly. By working together, the time commitment was kept to a minimum! We welcomed Douglas Mak (who replaced Lyn Campbell mid-year) of Van Condo for guiding us through the issues. Also a big thank you to our dedicated resident caretaker Ed and our janitorial and maintenance staff Lideo and Roque. They have taken the challenge to learn new skills to enable more in-house maintenance. Be sure to connect with them when you see them doing their rounds.

Annual General Meeting: please be reminded that the current Strata Council will resign at the AGM and nominations for next year's council will be called. We urge you to consider

running for Council and to contribute to the safe and efficient running of The Savoy, and to help maintain the value of this property.

Here is a listing of major items completed:

Project	Details
Carpets	New carpet on all hallway floors including front lobby
Pool boiler replacement.	
Updating of elevators	Elevator cab scanner augmentation so they are more sensitive, elevator panel and mirror facelifts. The elevator review has lead to less downtime and service calls.
Parkade Crack repairs	
Dryer vent cleaning	From inside and out, thanks to everyone who made the effort to allow access to their suites.
Deck review of roof	
Keyscan system	Upgrade. (from CRF)
lease buyouts	Trash compactor, hot water tank, security system
Pug Rock installation in front and back lobbies, including getting permission from the city to remove the doorway on P1 and to repair the tiles after the door was removed.	Updating and also increase of resiliency to damage of walls. Back lobby doorway enlarged so moves do not bang up the walls.
Sanding and refinishing of front doors to suites on third floor	Deficiency left by De Cotiis since day one.
Pool and gym	New treadmill and new sauna elements (other series of sauna elements were replaced last year)
Soil Erosion around trees	
Planting of trees between us and the building to the north, fence installation.	Soil remediation around gardens.
P4 Trading post and new lockers built.	
Stainless steel corners on walls and kick plate covers on base of doors, thermostat covers.	Protects our investment in patch and paint.
Suite repairs due to flood	
Parking and locker allocation sorted	Thank you for filling in your forms.
Emergency generator repairs and battery	
Water feature repair	



New TV installed in lounge and upgrade of the guest suite.	
New FOB access on four doorways to allow access to vast majority of building without requiring main key	Between patio and gym, lobby and Recycling room, Gym to Lobby, and Lobby to Bike hallway. This has allowed extended hours of our excellent amenities.
Painting of wood around lobbies and townhouse doors	Protects investment against premature wood rot.
Painting of awnings	Townhouse and front and back, and lobby awnings so they do not rust.
Power washing of townhouse facades	Moss grows and becomes unsightly
Kiosk	
Employee job description	Formalized staff review procedures
Bicycle storage area clean-up	More space freed up
Fix steel doors on P1 hallway vandalized years ago	Completed in-house and saved \$2000 on outside quote
NROC's "Best practices for Renting your Apartment" guidance document.	Use it please this if you decide to rent your place.
Routine pressure washing of parkade, Paint of elevator lobbies in parkade, and also along bike storage hallway.	Completed in-house and saved on outside quote

Comments on the draft budget for next year:

Expected gas to go up 9% (We estimated 1% of fees for half the year)

Expected electricity to go up 5% (We estimated 0.5% of fees for half the year)

HST in July to be 12% up from 5% GST

Recall from the May 2009 minutes: A portion of the operating fund loan has been repaid to the CRF in 2007's Special Assessment. Currently there is an operating fund loan of \$55,000.

Fiscal Year	Predicted Operating Deficit	Actual Operating Deficit	Operating Account
2006	(\$86,078) deficit	(\$78,447) deficit	
2007	(\$6,835) deficit	(\$27,504) deficit	
2008	\$852	(\$24,764) deficit	(\$37,802) deficit which has not yet been recovered

Recall the causes for the Operating deficit in 2008 fiscal year:

Causes for the Operating deficit in 2008	Amount over predicted budget
Gas	\$14,345
Electricity	\$1,583
Water/Sewer	\$3,015
Repairs and Maintenance	\$6,486

Major cause of the Operating deficit in 2009 fiscal year:

Causes for the Operating deficit in 2009	Amount over predicted budget
Repairs and Maintenance, Elevator, electricity, fire safety, windows, recreation facilities	\$12,020

# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4155

### THE SAVOY

---

**HELD**

On Tuesday, May 25, 2010 at 7:00 p.m. in the Meeting Room of 928 Richards Street, Vancouver, B.C.

**PRESENT**

Ryan Thompson  
Dan Streiff  
Ted Schenkeveld  
Willy Uy  
Melanie ter Borg  
Adrianna Selinko

**ABSENT WITH REGRETS**

Rick Gannon

**BUILDING MANAGER**

Ed Vienneau

**STRATA AGENT**

Douglas Mak, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:05 p.m.

**ELECTION OF OFFICERS:**

Following discussion, it was agreed to elect the following council members for the positions indicated:

Ryan Thompson	President
Dan Streiff	Vice President / Building Maintenance / Security
Ted Schenkeveld	Treasurer / Building Maintenance
Rick Gannon	Co-Treasurer
Willy Uy	Building Maintenance / Security
Melanie ter Borg	Sustainability Advocate / Landscaping
Adrianna Selinko	Pool / Gym

**MINUTES**

It was moved, seconded and carried to adopt the minutes of March 11, 2010 council meeting, as circulated.

## **FINANCIAL REPORT**

1. **Monthly Statements:** Following discussion it was moved, seconded and carried to adopt the February, March and April 2010 financial statements, as presented. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

It was noted that the installation of the new Security FOB System was completed, and after paying all the invoices, there is a surplus of \$6,201.31 in the FOB System Fund. It was decided by council to close this fund and transfer the surplus back to the Contingency Reserve Fund.

**ACTION: Agent**

2. **Account Balances:** The current balances for the 4th month as at April 30, 2010 in the appropriate funds are as follows:

- Total Cash Balance \$276,991.91 (including CRF Balance)
- CRF Balance \$249,289.71 (Contingency Reserve Fund)

3. **Special Levy:** All owners are reminded that a Special Levy was passed at the last AGM for deficit recovery. Owners can pay this Special Levy by 6 instalments and the first instalment is due on June 1, 2010. The schedule of this Special Levy was attached with the minutes of the AGM. Owners can also download the schedule from the strata website at [www.thesavoydowntown.ca](http://www.thesavoydowntown.ca) or contact VCS for information.

**ACTION: Owners**

4. **Strata Fees Catch-Up:** At the last AGM, a new budget with an increase of strata fees which were backdated to January 1, 2010 was passed. All the owners are required to pay a strata fee catch-up for the 4 months from January to April. Strata fees catch-up will not be automatically deducted from their bank account, and will have to write cheque for payment. The schedule of the strata fee catch-up was attached with the minutes of the AGM. Owners can also download the schedule from the strata website.

**ACTION: Owners**

5. **Arrears:** Council directed the agent to send a letter to the mortgage company of a unit with over \$5,000 of strata fees/levy/fines in their account. Council also agreed to commence legal actions against another unit with about \$5,000 outstanding balance in their account.

**ACTION: Agent**

## **COMMITTEE REPORTS**

1. Parking: The visitor's parking rules will be reviewed to see if any update is required.

**ACTION: Council**

2. Security: It was agreed to put up a sign at the building entrance to remind residents not to let strangers follow them into the building, but ask them to use their own fob to open the front door.

**ACTION: Agent**

3. Fitness Area: Council decided to form a gym committee to handle the gym retrofit and purchase of new fitness equipment. Any owners who are interested in joining this gym committee are asked to please contact the strata agent.

**ACTION: Owners**

4. Communications: It was agreed by council to allow a budget of \$1,000 for replacing the computer/monitor/software in the management office. Council will obtain quotes and proceed with the purchase.

**ACTION: Council**

5. Building Maintenance

### (A) HVAC System:

Some residents complained that the hallway ventilation system is not working. The HVAC system of the building needs to be checked and cleaned. The agent will follow up.

**ACTION: Agent**

### (B) Damage to the Elevator:

A panel in one of the elevators was found damaged by the tenant of a unit over the long weekend and the whole incident was recorded by the security camera system. The agent will obtain a quote from the Restoration Shop to repair the damage. The total cost of the repairs will be charged back to the account of this unit.

**ACTION: Agent**

6. Rules and Bylaws:

(A) Purchase of New Key Fobs:

Key fobs will be only sold to registered owners of the building. Any person other than the registered owners (tenants, rental agents, etc.) who wants to purchase a new key fob from the building manager must have written authorization from the registered owners.

**ACTION: Owners**

**BUSINESS ARISING**

1. Unit 2606 – Balcony Repair: As reported by the building manager, the owner of unit 2606 has confirmed that there is no leak in the balcony of the unit and no repair is required.

**ACTION: None**

2. Carpet Replacement:

(A) Council approved a quote submitted by Beatty Floors for replacing the carpets in the lounge with leftover carpet from last year. Quoted price is \$963 plus GST which does not include moving of contents in the lounge. The building manager will find a company to move the contents and coordinate with Beatty Floors for carpet replacement.

**ACTION: Building Manager / Beatty Floors**

(B) The replacement of the third floor hallway carpet was tabled and will be revisited in the fall.

**ACTION: None**

3. Employee Job Description/Building Maintenance Schedule: This item has been tabled.

**ACTION: Council**

4. Greening The Savoy: The Trading Post is now locked and any resident who wants to access the Trading Post have to contact the building manager for arrangements. Council will review the operation of the Trading Post and its effectiveness at the next council meeting.

**ACTION: Council**

5. Composting: This item has been tabled.

**ACTION: Council**

6. Unit 2805 – Solarium: The building manager will contact the owner of this unit to do an inspection of the Solarium and report to council at the next council meeting.

**ACTION: Building Manager**

7. Unit 1801 – Interior Repair: The agent is still waiting for the owner of unit 1801 to confirm the details with regard to the interior repair to be carried out in his suite.

**ACTION: Agent/Owner of Unit 1801**

8. Fire Deficiencies Repair: The agent advised council that Bartec Fire Safety has completed the fire deficiencies repair in May. Council agreed that their invoice in the amount of \$1,752.98 be paid.

**ACTION: None**

9. Window Condensation in Townhouses: In order to find out the cause of the window condensation found in some townhouses, council will consider hiring an engineering company to look into the problem and provide their comments and recommendations. The agent will obtain quotes from engineering companies for council's consideration.

**ACTION: Agent**

10. Window Cleaning: It was noted that Red Lion Exterior Building Maintenance completed the window cleaning around the end of April and the invoice in the amount of \$4,365.90 has already been paid.

**ACTION: None**

## **CORRESPONDENCE**

Owners are invited to write council via the management company regarding any strata matters.

1. A letter was received from the previous owner of a unit asking for the waiving of late fines that were charged to this account in the past. Since this unit has already been sold and all the outstanding balance including late fines have already been paid, council decided not to reverse the fines in the account of this unit.

**ACTION: None**

2. A letter was received from the owners of a unit asking council's permission to replace carpet in their unit with laminate flooring. This request was accepted by council.

**ACTION: None**

3. Correspondence was received from the owner of a unit regarding a noise complaint. The agent will follow up.

**ACTION: Agent**

## **NEW BUSINESS**

1. Roof Anchor Inspection: The annual roof anchor inspection is due in July and Pro-bel Enterprises has quoted \$595 plus GST to perform testing. This quote was accepted by council.

**ACTION: Pro-bel**

2. Insurance Policy Review: Council acknowledged receipt of information from VCS regarding a planned third party insurance policy review to be undertaken on behalf of VCS clients. This review takes place approximately every three years. Following discussion, council agreed to participate in the review of the various insurance programs that are available to strata corporations. For this review, VCS will retain Copper Roof Risk Management, a well-established independent firm which is used widely by industry and government to provide advice and guidance.

Council will receive the report in the spring/summer at which time the strata corporation will be invoiced for their proportionate share of the expense (approximately \$100 to \$150). Copper Roof will make observations and comment on the suitability of the various insurance programs commonly utilized by strata corporations. The review will not undertake determination of pricing as; in any event, quotations for 2011 renewals will not be available until December. The review addresses the quality of the insurance program.

**ACTION: Agent**

3. Insurance Renewal: The current strata insurance policy is expiring on May 31, 2010. Council reviewed quotes for the insurance renewal. Following discussion, it was decided by council to place the insurance with The Cooperators. The premium is \$44,074.

**ACTION: Agent/The Cooperators**

4. Damage to Garage Gate: The agent presented council with a quotation from Overhead Door for replacing the bottom section of the garage gate which was damaged in March. Since the gate is working fine and the damage is minimal, council decided not have the bottom section replaced as quoted.

**ACTION: None**

5. Replacement of Washing Machine Hoses: Council directed the agent to obtain quotations for replacing the washing machine hoses in all the units in the building for their consideration.

**ACTION: Agent**

6. Painting of Ceiling and Baseboards: Council is going to repaint the ceiling and baseboards in the hallways this year. Council will do a walkabout in the building to prepare a list of areas that require filling/patching/sanding before painting and this list will be forwarded to the agent to obtain quotations for council's consideration.

**ACTION: Council/Agent**

7. Hot Water Storage Tank Replacement: It was noted that one of the hot water storage tanks in the building is leaking and needs to be replaced. The agent will obtain quotations for replacement for council's consideration.

**ACTION: Agent**

There being no further business, the meeting was adjourned at 9:25 p.m. The next council meeting will be held on Tuesday, June 22, 2010 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

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**HST AND STRATA FEES**

The HST legislation became law on April 30<sup>th</sup>, and becomes effective July 1<sup>st</sup>. Do you have to add HST to your monthly strata fee payments? The answer is "NO" if you own a residential strata lot. Continue to make your payments at the same amount as you have been doing in the past. However, note that most items in your strata corporation's budget are subject to HST. This means that your strata corporation's next budget will include an allowance for the additional HST expense which will result in an overall budget to pay for the HST. In other words, you do not have to add 7% to your payments. (The 5% GST is already in the budget). It will be "built into" your strata fees starting with your next strata corporation's budget. In some strata corporations, an allowance has already been factored in. If you own a commercial strata lot, the HST will be an additional payment to make starting July 1<sup>st</sup>.



# **MINUTES OF COUNCIL MEETING**

## **STRATA PLAN LMS-4155**

### **THE SAVOY**

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**HELD:** On Tuesday, June 22, 2010 at 7:00 p.m. in the Meeting Room at 928 Richards Street, Vancouver, B.C.

**PRESENT:**

Ryan Thompson	President
Dan Streiff	Vice-President/Building Maintenance/Security
Ted Schenkeveld	Treasurer
Willy Uy	Building Maintenance/Security
Melanie ter Borg	Sustainability/Advocates/Landscaping
Adrianna Selinko	Pool/Gym
Rick Gannon	Co-Treasurer

#### **BUILDING MANAGER**

Ed Vienneau

**STRATA AGENT:** Douglas Mak, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:03 p.m.

#### **MINUTES**

It was moved, seconded and carried to adopt the minutes of the May 25, 2010 council meeting, as circulated.

#### **FINANCIAL REPORT**

1. **Monthly Statement:** It was moved, seconded and carried to adopt the May 2010 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 5<sup>th</sup> month as at May 31, 2010 in the appropriate funds are as follows:

- Total Cash Balance       \$297,308.39 (including CRF Balance)
- CRF Balance               \$250,295.02 (Contingency Reserve Fund)

3. Special Levies & Catch-up Fees: The agent reported to council that there are 66 owners who still have not made their payments of special levy and strata fee catch-up. The agent will send notices to these units reminding them to make their payments without further delay. Please note that the strata fee catch-up fee is due immediately and the 1<sup>st</sup> instalment of the special levy was due on June 1, 2010. The second instalment of the special levy is due on July 1, 2010. Any late payment will be subject to fines.

ACTION: AGENT/OWNERS

4. Arrears: The agent advised council that a cheque in the amount of \$5,261.72 was received from the mortgage company of a unit for payment of the outstanding strata fees and fines in this account. The agent will arrange discharge of the lien filed on the title of this unit.

ACTION: AGENT

## **COMMITTEE REPORTS**

1. Parking: Ryan Thompson will prepare a proposal for an electronic version of visitor parking control for council's review at the next council meeting.

ACTION: COUNCIL

2. Security: Two signs have been made to be put at the front entrances to remind residents not to allow people to follow them into the building. These two signs will be installed shortly.

ACTION: AGENT

3. Fitness Area: It was agreed by council to allow \$1,000 to purchase two weight benches for the gym room. Also, council is considering purchasing a new exercise bike and an elliptical for the gym room. Quotations will be obtained for review at the next council meeting.

ACTION: COUNCIL

4. Communication: It was agreed by council at the last council meeting, a new computer will be purchased for the management office. Adrianna Selinko will follow up with the purchase.

ACTION: COUNCIL

5. Building Maintenance:

- (a) HVAC System: It was noted that City Air Duct Cleaners was onsite on June 18, 2010 to clean the HVAC system of the building. The cost of this cleaning is \$700.

ACTION: NONE

- (b) Damage to Elevator Panel: The agent advised council that the cost for the repair of the damaged panel in the elevator is \$336.38 plus GST, as quoted by The Restoration Shop. This quote has already been approved. Also, the landlord of the unit whose tenant's friend caused this damage, has agreed to pay the cost of this damage.

ACTION: THE RESTORATION SHOP

- (c) Windows with Broken Seals: Council decided to discuss the issue of broken seal windows at the September council meeting. The agent will put this item on the agenda of the September council meeting for discussion.

ACTION: AGENT

6. Bylaws & Rules: Nothing to report.

ACTION: NONE

**BUSINESS ARISING**

1. Carpet Replacement – Lounge: The agent reported to council that carpet replacement for the lounge has already been completed. There was a concern raised by a council member regarding the position of the pool table. Council will check to see if the pool table needs to be re-positioned.

ACTION: COUNCIL

2. Employee Job Description/Monthly Maintenance Schedule: Council will review a draft employment job description and monthly maintenance schedule at the next council meeting.

ACTION: COUNCIL

3. Green The Savoy/Composting: The Green Committee will provide council with a proposal regarding the management of the Trading Post and composting at the next council meeting.

ACTION: GREEN COMMITTEE

4. Unit #2805 Solarium: The building manager will coordinate with Metro Roofing to do an inspection to the solarium of #2805 regarding the leak.

ACTION: BUILDING MANAGER/METRO ROOFING

5. Unit #1801 Interior Repair: The agent advised council that, as advised by the owner of unit #1801, the interior repair in this unit has already been completed and the contractor will send an invoice to the agent for payment in due course.

ACTION: UNIT #1801/AGENT

6. Window Condensation: Council stated that the problem of window condensation in the Townhouse units is due to the void area around the windows and there is no need to spend money on hiring an engineer to do an investigation and make recommendations. The problem can be solved by injecting foam to fill up all void areas to provide insulation and prevent condensation. Council directed the agent to obtain some quotes from window companies for council's consideration.

ACTION: AGENT

7. Replacement of Washing Machine Hoses: Council reviewed five quotes obtained for replacing all the washing machine hoses in the building with stainless steel braided hoses. Following discussion, it was moved, seconded and carried to accept the quote submitted by Yaletown Plumbing. Their quoted price is \$14,835 plus tax. Also, there was a suggestion to have all the water supply lines underneath the toilet tanks be replaced at the same time as these copper supply lines are starting to fail. The agent will ask Yaletown Plumbing to provide a quote for this replacement for council's consideration.

ACTION: YALE TOWN PLUMBING

8. Painting of Ceilings – Baseboards – Door Frames: Council reviewed five quotes obtained for re-painting the ceilings, baseboards door frames in all the common hallways and lobbies. Following discussion, it was moved, seconded and carried to accept the quote submitted by Modernline Painting & Wallpaper. The total cost is \$15,025 plus tax. The agent will schedule with this company to start the work as soon as possible.

ACTION: MODERNLINE PAINTING & WALLPAPER

9. Hot Water Tank Replacement: Council reviewed four quotes obtained for replacing a hot water storage tank in the building which is leaking. Following discussion, it was moved, seconded and carried to accept the quote submitted by Ashton Mechanical in the amount of \$3,271.87.

ACTION: ASHTON MECHANICAL

## **CORRESPONDENCE**

Owners are invited to write council via the management company regarding any strata matters.

1. A letter was received from an owner suggesting that the lock on the door into the elevator lobby on P4 be removed as this lock serves no security purpose but causes inconvenience to owners. This request was accepted by council. The building manager will have this lock removed.

ACTION: BUILDNG MANAGER

2. A letter was received from an owner regarding a noise complaint. A notice will be posted in the elevator to remind the residents to be considerate and refrain from making excessive noise, especially during the night.

ACTION: AGENT

## **NEW BUSINESS**

1. Cleaning of Boilers: Council reviewed and approved a quote submitted by Ashton Mechanical to clean the two boilers on the rooftop of the building. The quoted price is \$463 plus tax.

ACTION: ASHTON MECHANICAL

2. Emergency Generator Deficiency: According to a report submitted by Finning Canada, the coolant of the generator needs to be replaced. However, according to the records the coolant has already been replaced by another company in 2009. There is no need to replace the coolant again and, therefore, this quote was not accepted by council.

ACTION: NONE

3. Unit #3203 Deck Repair: Council reviewed a quote submitted by Western International Development Contracting Ltd. (WIDC) for repairing a water ingress problem on the deck of unit #3203. The quoted price is \$13,685 plus tax. This quote was accepted by council. This contractor also quoted for a \$5,425 plus tax to repair the interior damage in unit #3203 caused by water ingress from the deck. Council directed the agent to obtain some more quotes for this interior repair for council's consideration before making a final decision.

ACTION: WIDC/AGENT

4. Building Manager's Suite: The agent advised council that the landlord of the building manager's suite is going to sell his unit and the building manager has to move out if the unit is sold. The strata council directed the agent to put up an advertisement in the building asking if any owner of a single bedroom unit in the building is willing to rent their unit to the strata corporation to be used as the building manager's suite.

ACTION: AGENT

5. Patio Chairs: Council agreed to spend not more than \$400 to purchase four patio chairs from Canadian Tire to put on the patio of the lounge.

ACTION: COUNCIL

There being no further business, the meeting was adjourned at 9:15 p.m. The next council meeting will be held on Tuesday, July 27, 2010 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

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MINUTES OF COUNCIL MEETING  
STRATA PLAN LMS-4155  
THE SAVOY

---

**HELD:** On Tuesday, July 27, 2010 at 7:00 p.m. in the Meeting Room at 928 Richards Street, Vancouver, B.C.

**PRESENT:**

Ryan Thompson	President
Dan Streiff	Vice-President/Building Maintenance/Security
Ted Schenkeveld	Treasurer
Willy Uy	Building Maintenance/Security

**REGRETS**

Rick Gannon	Co-Treasurer
Melanie ter Borg	Sustainability Advocates/Landscaping
Adrianna Selinko	Pool/Gym

**BUILDING MANAGER**

Ed Vienneau

**STRATA AGENT:** Douglas Mak, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:03 p.m.

**MINUTES**

It was moved, seconded and carried to adopt the minutes of the June 22, 2010 council meeting, as circulated.

**FINANCIAL REPORT**

1. **Monthly Statement:** It was moved, seconded and carried to adopt the June, 2010 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the 6<sup>th</sup> month as at June 30, 2010 in the appropriate funds are as follows:
  - Total Cash Balance      \$293,767.43 (including CRF Balance)
  - CRF Balance              \$257,540.77 (Contingency Reserve Fund)
3. **Special Levy and Strata Fees Catch-up:** The agent advised council that some owners still have not made their payments of special levy and strata fee catch-up. The agent will send a

final reminder to these owners advising them that late payment of strata fee catch-up and special levy will be subject to a late fine of \$200 per month.

**ACTION: AGENT**

## **COMMITTEE REPORTS**

### 1. Parking:

- (a) Electronic Version of Visitor Parking Control: This item was tabled until upgrade to the strata web site is complete.

**ACTION: COUNCIL**

### 2. Security:

- (a) Quotation for Surge Protector: Council reviewed a quotation submitted by Cobra Integrated Systems for the installation of two UPS surge protectors for the access control system and the elevator control system. The quoted price is \$2,266.91. Following discussion, council decided not to accept this quote as there is no immediate need to have these surge protectors installed for the building.

**ACTION: NONE**

### 3. Fitness Area:

- (a) Weight Benches & Exercise Bike: Council will purchase two weight benches in the near future as approved at the last council meeting. Quotations for a new exercise bike will also be obtained for review at the next council meeting.

**ACTION: COUNCIL**

### 4. Communication:

- (a) Computer for Office: It was noted that a new computer has already been installed for the site office. The total cost of this new computer is \$631.72.

**ACTION: NONE**

- (b) Change of Web Hosting Provider: Council decided to change the web hosting provider of the strata web site to GoDaddy as this web hosting provider is cheaper and will get more storage and more e-mail addresses, etc.

**ACTION: COUNCIL/AGENT**

### 5. Building Maintenance:

- (a) Window with Broken Seal: This item will be put on the agenda of the September council meeting for discussion.

**ACTION: AGENT**



- (b) Maintenance Report: Council reviewed a maintenance report prepared by the Maintenance Committee dated June 23, 2010. Some of the items on this report have already been taken care of by the building manager. The building manager will continue working on the rest of the items on this report.

**ACTION: BUILDING MANAGER**

6. Rules & Bylaws: Nothing to report.

**ACTION: NONE**

#### BUSINESS ARISING

1. Employee Job Description/Monthly Maintenance Schedule: Since some of the council members were not present at the meeting, the discussion of this topic was deferred to the next council meeting.

**ACTION: COUNCIL**

2. Greening the Savoy/Composting: Since Melanie ter Borg was not present at the meeting, this item was tabled to the next council meeting.

**ACTION: COUNCIL**

3. Unit #2805 – Solarium: Council reviewed and approved a quote submitted by Metro Roofing for a leak repair in the solarium of unit #2805. The quoted price is \$800 plus HST.

**ACTION: METRO ROOFING**

4. Unit #1801 – Interior Repair: The agent reported to council that an invoice from Wilco Flooring for the interior damage repair of unit #1801 was received. The invoice amount is \$3,802.19 which is the same as previously quoted by The Restoration Shop. Council agreed this invoice be paid.

**ACTION: NONE**

5. Window Condensation in Townhouses: The agent reported to council that he has contacted two glass companies and they both stated that if the windows are aluminium windows, injecting foam into the void area in the window frame will not be able to solve the condensation problem on the window frames. Also, the agent has contacted Allied Windows and is waiting for their confirmation whether the windows of this building are still under their warranty. If they are, Allied Windows will come to investigate this problem. In the meantime, council still prefers to try to do foam injection to one window to see the effect and directed the agent to obtain a quote for their consideration.

**ACTION: AGENT**

6. Replacement of Washing Machine Hoses: Yaletown Plumbing will start replacing the washing machine hoses and toilet supplied tubes in the building on August 2, 2010. Notices have been posted and delivered to all the units. Residents are asked to provide access for

this contractor to do the replacement on the scheduled dates. Also, residents must remove all things stored in the laundry closet to facilitate the replacement.

**ACTION: YALETOWN/RESIDENTS**

7. Painting of Ceiling and Baseboards: Modernline Painting and Wallpaper will start repainting the ceiling, baseboards and door frames in the hallways in August.

**ACTION: MODERNLINER PAINTING AND WALLPAPER**

8. Hot Water Storage Tank Replacement: The agent reported to council that Ashton Mechanical has already replaced a hot water storage tank in June. The invoice for this replacement in the amount of \$3,435.46 has already been paid.

**ACTION: NONE**

9. Unit #3203 – Deck Repair: Western International Developments Contracting Ltd. has already completed the deck repair in unit #3203. With regard to the interior water damage repair to this unit, the agent has contacted two contractors to submit their quotes. Once these quotes are obtained, the agent will forward to council for their consideration.

**ACTION: AGENT**

10. Building Manager’s Suite: The landlord of the manager’s suite has already served notice to end the tenancy on August 31, 2010. The agent advised council that three owners in the building have expressed an interest in renting their apartment to the strata corporation as the building manager’s suite. Also, there are two rental units posting on the internet for The Savoy. The agent will contact the rental agent of these two units to find out if these units are still available for rent. After collecting all the information, the agent will forward the information to council to make a final decision as to which unit council is going to rent as the building manager’s suite.

**ACTION: AGENT**

**CORRESPONDENCE**

*Owners are invited to write council via the management company regarding any strata matters.*

There is no correspondence at this time.

**NEW BUSINESS**

1. Landscape Maintenance: Taku Landscaping has proposed to increase their monthly maintenance charge by \$50.00 to \$470 per month. This request was accepted by council. Also, Joe’s Labour and Landscaping is going to prune and trim the bushes at The Savoy in the near future and the cost of this pruning/trimming is \$1,100. Council will review the landscape maintenance contract with Taku Landscaping at the next council meeting.

**ACTION: JOE’S LANDSCAPING**

2. Annual Fire Inspection: The annual fire inspection of The Savoy is due in September. Bartec Fire Safety Systems has quoted \$3,214.80 to perform this testing. This quote was accepted by council. The agent will schedule the testing to be done around the end of September.

**ACTION: BARTEC**

3. Dryer Vent Cleaning: The agent presented to council a quotation submitted by Michael A. Smith Duct Cleaning Ltd. to clean all the dryer exhaust vents of the building from outside. The quoted price \$4,300 plus HST. This quote was accepted by council. The agent will schedule with Michael A. Smith Duct Cleaning Ltd. to get this job done as soon as possible.

**ACTION: MICHAEL A. SMITH DUCT CLEANING LTD.**

4. Energy Retrofit Pilot Program: The agent was approached by the City of Vancouver with regard to their Energy Retrofit Pilot Program. Council is interested in obtaining more information regarding this program and directed the agent to follow up with the City to obtain their proposal.

**ACTION: AGENT**

There being no further business, the meeting was adjourned at 8:30 p.m. The next council meeting will be held on Wednesday, September 15, 2010 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

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DM/md

# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4155

### THE SAVOY

---

HELD On Wednesday, September 22, 2010 at 7:00 p.m. in the Meeting Room at 928 Richards Street, Vancouver, B.C.

PRESENT

Ryan Thompson	President
Dan Streiff	Vice-President/Building Maintenance/Security
Ted Schenkeveld	Treasurer
Willy Uy	Building Maintenance/Security
Melanie ter Borg	Sustainability Advocates/Landscaping

REGRETS Rick Gannon Co-Treasurer

#### **BUILDING MANAGER**

Ed Vienneau

GUEST Bryan J. Pearse Unit #1904

STRATA AGENT: Douglas Mak, Vancouver Condominium Services Ltd.

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

#### **GUEST PRESENTATION**

Bryan Pearse attended the meeting to present his letter to council in regards to a break-in to his vehicle in the underground parkade in August 2010. He requested the \$300 insurance deductible and the cost of his GPS be reimbursed. Council stated that during past years, council has taken many steps to improve the security in the building such as, the installation of security camera system, installation a new security access system and installation of stainless steel plates and plexiglass to strengthen the gates and doors etc. Council always welcomes suggestions and recommendations from owners on security of the building. As for this residents claim for reimbursement, since the strata insurance policy has no coverage on these claims, his claim was rejected by council.

*Bryan Pearse was thanked for attending the meeting and departed at 7:15 p.m.*

#### **STRATA COUNCIL**

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Adrianna Selinko tendered her resignation from council with immediate effect as she would not be able to attend council meetings due to travel and business.

## MINUTES

It was moved, seconded and carried to adopt the minutes of the July 27, 2010 council meeting, as circulated.

## FINANCIAL REPORT

1. Monthly Statement: It was moved, seconded and carried to adopt the July and August 2010 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. Account Balances: The current balances for the 8<sup>th</sup> month as at August 31, 2010 in the appropriate funds are as follows:
  - Total Cash Balance                      \$ 312,870.18 (Including CRF Balance)
  - CRF Balance                                      \$ 258,602.57 (Contingency Reserve Fund)
3. Special Levy and Strata Fees Catch-up: The agent advised council that some units have still not paid the special levy and/or the strata fees catch-up. It was decided by council to impose a fine of \$200 on these units for late payment. A letter will also be delivered to these units advising them of the late fine.

ACTION: AGENT
4. Budget Preparation for 2011: There was a short discussion on the proposed expenses to be included in the budget for 2011. The agent will prepare a draft budget for 2011 for council's review and the next council meeting.

ACTION: AGENT
5. Annual Audit: Council reviewed and accepted a quote submitted by Berris Mangan, Chartered Accountants, for the preparation of an annual audit of the financial statements for the current fiscal year ending December 31, 2010. The quoted price is \$3,250 plus HST.

ACTION: AGENT

## COMMITTEE REPORTS

1. Parking:
  - (a) Electronic Version of Visitor Parking Control: Ryan Thompson will draft a proposal for council's review at the next council meeting.

ACTION: COUNCIL
2. Security:

- (a) Council will look into ways of improving the security of the main garage gate at the entrance of the underground parkade. Any owners who have suggestions to improve the security are welcome to write to council.

ACTION: COUNCIL

3. Fitness Area:

- (a) Weight Benches & Exercise Bike: Council will go to Fitness Depot and purchase two weight benches and an exercise bike for the gym room in the near future.

ACTION: COUNCIL

4. Communication:

- (a) Change Webhosting Provider: Please note that the webhosting provider of the strata website has already been changed to GoDaddy. The strata's new website is at: [www.g28richards.com](http://www.g28richards.com).

5. Building Maintenance:

- (a) Maintenance Report: Council reviewed the maintenance report prepared by the maintenance committee. It was agreed that the building manager should complete the patching of the wall paint in various locations in the building, pressure washing of the common areas and the re-painting of P1 gate before the next council meeting.

ACTION: BUILDING MANAGER

6. Rules and Bylaws: There was nothing to report.

ACTION: NONE

BUSINESS ARISING

1. Employee Job Description/Monthly Maintenance Schedule: There were some amendments made to the draft. Melanie will revise the documents and re-send to council for further review.

ACTION: COUNCIL

2. Greening the Savoy/Composting: Council will hire a contractor to clean up the trading post in the fall. A notice will be posted in the building to remind the owners one week prior to the clean-up. Any owner who may have some stuff to put in the trading post can contact Ed for arrangements.

ACTION: COUNCIL/BUILDING MANAGER

3. #2805 – Solarium: The agent advised council that Metro Roofing will set up an appointment with the owner of unit #2805 to repair a leak in the solarium in the near future.

ACTION: METRO ROOFING

4. Window Condensation in Townhouse: The agent advised council that Allied Windows has confirmed that windows at the Savoy are still under warranty and they will attend to inspect the window of a townhouse unit with a problem of condensation on September 23, 2010.

ACTION: ALLIED WINDOWS

5. Replacement of Washing Machine Hoses: The agent reported to council that Yaletown Plumbing completed replacement of washing machine hoses and the water supply tubes of the toilets in August. According to a report from Yaletown Plumbing, they had no access to six units to perform the replacement. Council was satisfied with the work done and agreed that their final invoice in the amount of \$8,337.66 be paid.

ACTION: NONE

A unit was flooded from toilet overflow after the water supply tube was replaced. Council inspected this toilet and confirmed that the overflow was caused by a defect in the toilet and not by the plumber. The agent has already informed the owner of this unit to report this to their insurance company as the owner is responsible for the damage caused by their defective toilet.

Council also approved a quote from First On Site Restoration to repair the water damage in this unit at a cost of \$8,226.06.

ACTION: FIRST ON SITE RESTORATION

6. Painting of Ceilings and Baseboards: It was noted that Modern Line Painting & Wallpaper completed the painting of the ceilings, baseboards and door frames in the hallways in early September. Council agreed that their invoice in the amount of \$16,828 be paid.

ACTION: NONE

7. Unit #3203 Interior Repair: Once the owner of this unit is available to provide access, the agent will arrange contractors to do an inspection and submit their quotes for repairing the interior water damage for council's consideration.

ACTION: OWNER OF UNIT #3203

8. Building Manager's Suite: The tenancy agreement for the new building manager's suite commenced on September 1, 2010. It is a three-year term lease and the monthly rental is \$1,400. As for the previous manager's suite, the agent will arrange for a final inspection with the landlord in the near future.

ACTION: AGENT

9. Landscape Maintenance: Council was not impressed by the tree pruning/trimming work done by Joe's Labour and Landscaping and therefore decided to keep Taku Landscaping as the landscaping maintenance contractor of the building.

ACTION: NONE

10. Annual Fire Inspection: Bartec Fire Safety will be on site from Monday, September 27<sup>th</sup> to Wednesday, September 29<sup>th</sup> to perform the Annual Fire inspection. Notice of the annual fire inspection has already been posted in the building to inform the owners. All the owners are asked to please provide access for the insuite fire inspection as per the schedule.

ACTION: BARTEC

11. Dryer Vent Cleaning: Michael A. Smith Duct Cleaners completed the cleaning of the dryer vents on August 18<sup>th</sup> and 19<sup>th</sup>. Council was satisfied with the work done and agreed that the invoice in the amount of \$4,793.60 be paid.

ACTION: NONE

12. Energy Retrofit Pilot Program: It was noted that the Savoy does not qualify for the Energy Retrofit Pilot Program.

ACTION: NONE

## CORRESPONDENCE

*Owners are invited to write council via the management company regarding any strata matters.*

1. A letter was received from a townhouse owner regarding their front gate that requires repairs. Council is looking into doing a permanent repair to all the metal gates of the townhouses next year. If this owner wants to do a temporary repair to the gate, they may contact the building manager to make arrangements at the owner's costs.

ACTION: COUNCIL

2. A letter was received from the owner of a unit seeking council's permission to reverse a \$200 late fine in their account. This request was rejected by council.

ACTION: NONE

3. A letter was received from a new owner of a unit seeking council's permission to install laminate flooring in their suite. Council has no objection to this request provided that adequate underlay is installed to minimize the sound transmission.

ACTION: AGENT

4. A letter was received from an owner seeking council's permission to reverse all late fines on his account (\$3,400) stating that he has contacted the strata agent several times in the past but no response was received. Council stated that the owner should have received monthly statements from VCS about the arrears and fines and all owners who are delinquent in payment will be fined. Therefore, the request of this owner to reverse the fines was rejected by council.

ACTION: NONE



## NEW BUSINESS

1. Insurance Appraisal: The agent presented council with a quotation submitted by Suncorp Valuations for a three-year appraisal program from 2010 to 2012. The cost of this three-year appraisal program is \$850 plus HST. This quote was accepted by council.

ACTION: SUNCORP VALUATIONS

2. Window Washing: The agent advised council that Red Lion Exterior Building Maintenance will be on site starting Monday, September 27<sup>th</sup> to wash all exterior inaccessible windows and exterior balcony railing glass of the building. Notice will be posted in the building to remind the owners. The cost of the window cleaning is \$3,960 plus HST.

ACTION: RED LION

3. Annual General Meeting: It was agreed by council to hold the Annual General Meeting on the last week of February 2011. The date of the AGM will be confirmed at a later date. Council will discuss the agenda of the AGM at the next council meeting.

ACTION: COUNCIL

There being no further business, the meeting was adjourned at 9:50 p.m. The next meeting will be held on Tuesday, October 26, 2010 at 7:00 p.m. in the Meeting Room of the Savoy, 928 Richards Street, Vancouver, B.C.

Douglas Mak  
Vancouver Condominium Services Ltd.  
#400 – 1281 West Georgia Street  
Vancouver, B.C. V6E 3J7  
Telephone: 604-684-6291 (24 Hour Emergency Services)  
Toll free: 1-877-684-6291/ Fax: 684-1539

DM/md

## INSURANCE COVERAGE

All owners and residents are reminded that the strata corporation's insurance policy does not provide coverage for any individual contents, betterments, or improvements (i.e. storage locker contents, clothing, furniture, decorating, upgrading of carpets, flooring, etc.). Owners and residents must carry their own "Owner Package" insurance for this coverage, including any and all improvements. You should contact your home insurance company to determine if you have this coverage or not.

# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4155

### THE SAVOY

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**HELD** On Tuesday, October 26, 2010 at 7:00 p.m. in the Meeting Room at 928 Richards Street, Vancouver, B.C.

**PRESENT**

Ted Schenkeveld	Treasurer
Rick Gannon	Co-Treasurer
Melanie ter Borg	Sustainability Advocates/Landscaping

**REGRETS**

Ryan Thompson	President
Dan Streiff	Vice-President/Building Maintenance/Security
Willy Uy	Building Maintenance/Security

**GUEST** Jessica van Hoogevest

**BUILDING MANAGER** Ed Vienneau

**STRATA AGENT** Douglas Mak, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:08 p.m.

#### **GUEST PRESENTATION**

Jessica attended the meeting and advised council that her friend's vehicle was towed when parked overnight in the visitor parking area even with an overnight visitor parking permit on the dashboard. This was due to some confusion on the wordings on the permit. In order to avoid this confusion, it was decided by council to amend point #7 on the overnight visitor parking permit from "Circle the current date" to "Circle the date of arrival".

Jessica was thanked for attending the meeting and departed at 7:20 p.m.

#### **MINUTES**

It was moved, seconded and carried to adopt the minutes of the September 22, 2010 council meeting, as circulated.

#### **FINANCIAL REPORT**

1. Monthly Statement: Following discussion, it was moved, seconded and carried to adopt the September 2010 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. Account Balances: The current balances for the 9<sup>th</sup> month as at September 30, 2010 in the appropriate funds are as follows:
  - Total Cash Balance \$ 306,512.21 (including CRF Balance)
  - CRF Balance \$ 260,805.34 (Contingency Reserve Fund)
3. Special Levy and Strata Fees Catch-up: The agent advised council that he has sent letters to all units with outstanding special levy/strata fees catch-up to advise them of the charge of \$200 late fine to their account for late payment. So far only seven owners responded and paid their special levy/strata fees catch-up. The agent will send owner statements to these units at the end of the month which show the \$200 late fines.

ACTION: AGENT
4. Arrears: The council directed the agent to send a lien warning letter to a unit with over \$3,000 outstanding strata fees/special levy/fines in their account. Council also directed the agent to send a letter to the mortgagee of a unit with outstanding balances of over \$6,000 in their account.

ACTION: AGENT
5. Budget Preparations for 2011: There was discussion on the draft budget for 2011 prepared by the agent. The council will further review the draft budget at the next council meeting.

ACTION: COUNCIL

## **COMMITTEE REPORTS**

1. Parking:
  - (a) The Electronic Version of Visitor Parking Control: Since Ryan Thompson was not present at the meeting; this topic was tabled until the next council meeting.

ACTION: COUNCIL
  - (b) Vehicle Leaking Oil: There are several vehicles in the underground parkade that are leaking oil to the ground. The agent will send letters to the owners of these vehicles asking them to have their vehicles fixed and the oil stains in their parking stalls be removed. Residents are advised to contact staff for the cleaner and brush. Failure to do so, the stains will be removed by the janitor and the vehicle owners will be fined.

ACTION: AGENT

- (c) Storage in parking Stall: There is some furniture being stored in a parking stall in P3. Council directed the agent to send a letter to the owner of this parking stall to have the furniture removed.

ACTION: AGENT

2. Security:

- (a) Strengthening of the Main Garage Gate: It was noted that Overhead Door has installed stainless steel bars to strengthen the top section of the main garage gate.

ACTION: NONE

3. Fitness Area:

- (a) Weight Benches and Exercise Bike: A quote was received from Fitness Town for two weight benches and one upright bike. The total cost is \$4,032. This quote was accepted by council and the equipment will be delivered shortly.

ACTION: AGENT

- (b) Maintenance of Exercise Equipment: Fitness Town has also proposed a five-year maintenance contract at a cost of \$600 whereby they come out once a year and to give all the equipment a thorough inspection. Council will discuss this proposed maintenance contract at the next council meeting.

- (c) Reminder: Residents are reminded to keep the gym tidy by returning dumbbells to the rack and to not take glass into the pool area as this presents a safety hazard. Would the person who removed the 5lb. set of dumbbells, please return them so others may have use of them.

ACTION: COUNCIL

4. Communication: There is nothing to report.

5. Building Maintenance:

- (a) Exit Lights: The exit light by the second gate is hanging by a wire and needs to be fixed. The building manager will follow up. Also, council directed the building manager to check all the exit lights in the building and replace those that are not working.

ACTION: BUILDING MANAGER

- (b) Carpet Cleaning: The carpets on the 3<sup>rd</sup> floor hallway are very dirty. Council directed the building manager to do a thorough cleaning to those carpets.

ACTION: BUILDING MANAGER

- (c) Fire Doors: There are seven fire-rated doors from the lobbies of P2, P3 and P4 to the parkade that are in bad shape. Council agreed to replace the seven fire-rated doors with a budget amount of \$3,500.

ACTION: BUILDING MANAGER

- (d) Floats for Swimming Pool: The floats for the swimming pool are worn out and need to be replaced. The estimated cost is around \$3,000. Council agreed to proceed.

ACTION: BUILDING MANAGER

- (e) Jacuzzi: The interior surface of the Jacuzzi is in need of painting. Since the Jacuzzi will be used heavily during the winter time, council decided to re-paint the tile in May 2011. During the painting, the Jacuzzi has to be shut down for at least one week.

ACTION: BUILDING MANAGER

6. Rules and Bylaws:

- (a) Balcony Washing: Residents are reminded to not wash balconies with large amounts of water that drip to the balconies below.

ACTION: RESIDENTS

BUSINESS ARISING

1. Employee Job Description/Monthly Maintenance Schedule: Council reviewed and approved the revised employee job description/monthly maintenance schedule. These documents will be used for employee appraisal.

ACTION: COUNCIL

2. Greening the Savoy/Trading Post: Congratulations to residents for diverting items from the landfill and donating to charities (etc.) for re-use and recycling as appropriate.

The agent presented council with an invoice from Tide Trailers for clearing all the junk in the Trading Post in October. The total cost is \$557.76. Council agreed to settle this invoice.

ACTION: NONE

Council stated that that the flooring of the Trading Post and the lobby and hallways on P4 are in need of re-painting. The agent will obtain quotations for re-sanding and re-painting these areas with epoxy for council's consideration.

ACTION: AGENT

3. #2805 Solarium: The agent advised council that he has called Metro Roofing several times regarding an outstanding repair in the solarium of #2805 but with no response. Council directed the agent to inform Metro Roofing that if they fail to carry out the repair within the next two weeks, the contract will be cancelled and the agent will find another company to do the repairs.

ACTION: AGENT/METRO ROOFING

4. Window Condensation in Townhouses: The agent reported to council that Allied Windows did an inspection to a townhouse unit in September and confirmed that the condensation in the townhouse was not caused by defects in the window system. The cause may be due to a lack of ventilation. In order to improve ventilation, council has decided to ask Western International Development Contracting Ltd. to install a fan and vent in the window sill of a townhouse unit to see if this will solve the condensation problem. If it works, the same will be done for other townhouse units.

ACTION: WESTERN INTERNATIONAL DEVELOPMENT CONTRACTING

5. Building Manger's Suite: The agent reported to council that the owner of the previous building manager's suite decided to renovate the unit at his own cost and therefore, no further action is required by the strata corporation.

ACTION: NONE

6. Annual Fire Inspection: Council received a report from Bartec Fire Safety Systems for the annual fire testing that was done in September 2010. Bartec also submitted three quotes for repairing the deficiencies found during the testing. The agent requested Bartec to provide a breakdown of prices for their quotes. Once this breakdown is obtained, the agent will forward it to council for review.

ACTION: BARTEC

7. Window Cleaning: The agent presented council with an invoice from Red Lion Exterior Building Maintenance for window cleaning that was done in early October. Council was satisfied with the work done and agreed that the invoice in the amount of \$4,435.20 be paid.

ACTION: NONE

8. Annual General Meeting: Council decided to hold the Annual General Meeting on Tuesday, February 22, 2011. The agent will check with Robson Suites Hotel if they have room available for the Annual General Meeting.

ACTION: AGENT

#### CORRESPONDENCE

*Owners are invited to write council via the management company regarding any strata matters.*

1. A letter was received from a resident regarding his claim for reimbursement of insurance deductible and the cost of his GPS which was stolen from his vehicle while parked in the underground parkade. Council had a discussion on this letter and directed the agent to send a reply to the resident.

ACTION: AGENT

2. A letter was received from an owner seeking council's reimbursement for the cost of repairs to his unit which was damaged by a leak. Council reviewed the letter and directed the agent to respond accordingly.

ACTION: AGENT

#### NEW BUSINESS

1. Emergency Generator Deficiencies: Council reviewed a quote submitted by Finning Canada for replacing a coolant reservoir and coolant for the emergency generator. The quoted price is \$1,597.50 plus HST. This quote was accepted by council.

ACTION: FINNING

2. Fob Audit: In order to ensure the security of the building, council has decided to perform a fob audit so that all lost and obsolete fobs can be deleted from the system. A fob registration form will be issued in the near future and all residents are required to complete and return the form to the building manager for registration.

ACTION: AGENT

3. Water Damage: There was leak from a unit down to the ceiling of the bathroom of a unit downstairs caused by a defect in the transition between the bathroom floor tiles and the laminate flooring. The agent has issued a letter to the owners of the unit asking them to have the floor repaired and also to re-paint the ceiling of the downstairs unit. No response was received. Council directed the agent to send a final warning to the owners stating that if the repair is not done within three weeks, the strata corporation will hire a contractor to have the repair done and all costs incurred will be charged back to the account of their unit.

ACTION: AGENT

There being no further business, the meeting was adjourned at 9:10 p.m. The next meeting will be held on Tuesday, November 30, 2010 at 7:00 p.m.

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DM/md

# WHAT YOU NEED TO KNOW ABOUT AN EARTHQUAKE

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The idea of an earthquake is unwelcome and not something any of us would like to consider happening in Vancouver; however, it is imperative that we all understand the reality of dealing with the aftermath of a major earthquake should it happen here...

1. You are on your own. Do not count on your strata council or management company for assistance.
2. There is not a supply of food, water, blankets or other survival provisions stored anywhere on the property. You are on your own and need to prepare accordingly.
3. If there is natural gas service to your strata corporation there is no plan for shutting off the gas supply.
4. There are no arrangements for alternate living quarters if you are unable to return to your strata lot. You are on your own.
5. Depending on the severity of the earthquake, you may not be able to telephone/email the management company for assistance.
6. The contents of your strata lot, your automobile(s) and other personal property are not insured by the strata corporation. If you have made improvements to your strata lot, such improvements or betterments are not insured by the strata corporation either.
7. The strata corporation is insured for earthquake damage; HOWEVER, there is a deductible which means that there is no coverage for damages within that deductible. Generally the deductible is 10% of the value of the strata corporation although in some instances (ie. Richmond) the deductible could be 15% or 20% of the value of the property. In most cases this will amount to millions of dollars. Your strata corporation does not have reserve funds available to meet such a huge deductible. Repairs will have to be funded by one or more special levies. These could be substantial.
8. There is NO government plan or fund to assist either you or your strata corporation. You are on your own.

While it would be nice to hear that there are plans and that there is a safety net, your strata council and VCS bring you the above information in an effort to alert you to the reality of an earthquake scenario. The Government of Canada advises you should be prepared to be self-sufficient for at least 72 hours. Accordingly, you need to develop your own personal plans for survival. Like many people, you will not be adequately prepared and that is “human nature”. Please remember, however, that “You are on your own” is the hard truth and the only rule that counts.

For further information, please visit the following websites:

Ministry of Public Safety & Solicitor General  
[http://www.pep.bc.ca/hazard\\_preparedness/earthquake\\_preparedness.html](http://www.pep.bc.ca/hazard_preparedness/earthquake_preparedness.html)

City of Vancouver Earthquake Preparedness Tips  
<http://vancouver.ca/emerg/prepyourself/earthquaketips.htm>

Public Safety Canada - What To Do during an Earthquake  
[http://www.preparez-vous.ca/\\_fl/earthquakes-what-to-do-eng.pdf](http://www.preparez-vous.ca/_fl/earthquakes-what-to-do-eng.pdf)



# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4155

### THE SAVOY

---

HELD On Tuesday, November 30, 2010 at 7:00 p.m. in the Meeting Room at 928 Richards Street, Vancouver, B.C.

PRESENT

Ryan Thompson	President
Dan Streiff	Vice-President/Building Maintenance/Security
Ted Schenkeveld	Treasurer
Rick Gannon	Co-Treasurer
Willy Uy	Building Maintenance/Security
Melanie ter Borg	Sustainability Advocates/Landscaping

BUILDING MANAGER Ed Vienneau

STRATA AGENT Douglas Mak, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:05 p.m.

#### MINUTES

It was moved, seconded and carried to adopt the minutes of the October 26, 2010 council meeting, as circulated.

#### FINANCIAL REPORT

1. Monthly Statement: Following discussion, it was moved, seconded and carried to adopt the October 2010 financial statement, as presented.

Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 10<sup>th</sup> month as at October 31, 2010 in the appropriate funds are as follows:

- Total Cash Balance \$ 319,533.24 (including CRF Balance)
- CRF Balance \$ 261,936.36 (Contingency Reserve Fund)

3. Arrears: The agent advised council that he has already filed a lien on the titles of two units with outstanding strata fees and special levies on their accounts.

ACTION: NONE

4. Budget Preparations for 2011: Council reviewed the budget working paper for 2011. The agent advised council that Berris Mangan Chartered Accountants will start auditing the financial statements of the building in early January 2011 and will have a draft audit report ready for council's review around the end of January. Council will review the draft audit report in conjunction with the budget working paper for 2011 at the January council meeting.

ACTION: COUNCIL

#### COMMITTEE REPORTS

1. Parking:

- (a) Vehicle Leaking Oil: The agent reported to council that he has sent warning letters to five units with regard to their vehicles leaking oil on their parking stalls asking them to have the oil stains removed and their vehicles fixed. If they fail to do so, the agent will arrange for the cleaning and they will be charged for the cost of the cleaning.

ACTION: AGENT

- (b) Storage in Parking Stall: The agent has sent warning letters to the owner of a unit regarding their storing of furniture in their parking stall which is in contravention of the strata bylaw. It was noted that this owner is still keeping the furniture in the parking stall. As such, it was agreed by council to impose a fine of \$200 to the account of this unit for violating this strata bylaw.

ACTION: AGENT

2. Security: There is nothing to report.

3. Fitness Area:

- (a) Weight Benches and Exercise Bike: It was noted that a new exercise bike and two new weight benches were delivered to the building early this week. The building manager will secure the exercise bike onto the ground shortly. The total cost of the exercise bike and the benches is \$4,216.80. Council also approved to replace the treadmill in the fitness room. Council will check with Fitness Town Vancouver to get a good quality one for The Savoy.

ACTION: COUNCIL

- (b) Maintenance of Exercise Equipment: Council directed the agent to obtain a quote from Fitness Town Vancouver for maintaining all the exercise equipment in the fitness room for council's consideration.

ACTION: AGENT

4. Communication: Council will post a notice in the elevators with some general reminders on the fitness equipment, hot tub, etc. shortly.

ACTION: COUNCIL

5. Building Maintenance:

- (a) Exit Lights: The building manager has already replaced all the burnt out exit lights in the building.

ACTION: NONE

- (b) Carpet Cleaning: The building manager reported to council that the cleaning of the third floor hallway carpets will be done by the end of this week.

ACTION: BUILDING MANAGER

- (c) Floats for Swimming Pool: The building manager reported to council that he has already put new floats into the swimming pool.

ACTION: NONE

4. Painting of P4 Lobby/Hallway/Trading Post: Council reviewed three quotes obtained for painting the P4 lobby/hallway/Trading Post with epoxy. Following discussion, it was agreed by council to award the job to Modernline Painting & Wallpaper. The quoted price is \$2,900 plus HST.

ACTION: MODERNLINE PAINTING & WALLPAPER

5. Rules & Bylaws: There is nothing to report.

BUSINESS ARISING

1. Unit 2805 Solarium Repair: The agent advised council that Metro Roofing has already completed a repair in the solarium of 2805 early this month.

ACTION: NONE

2. Window Condensation in Townhouses: The building manager reported to council that Western International is still looking for a quiet fan to put in the window sill of a townhouse unit to see if this can help solving the condensation problem in the unit.

ACTION: WESTERN INTERNATIONAL

3. Annual Fire Inspection: Council reviewed some quotes from Bartec Fire regarding the fire deficiencies repair. Council requested that the building manager go through the list and try to repair those deficiencies. If there any deficiencies that could not be repaired by the building manager, the agent will ask Bartec to come and fix them. There is a concern raised by Bartec about some fire extinguishers, they were not properly tagged for the six years maintenance that were done by another company a few years ago. The agent will follow up with this company to find out why these fire extinguishers were not properly tagged and also ask them to come back again and retag those extinguishers.

ACTION: AGENT

4. AGM Preparation: The agent advised council that he has already reserved a room at Rosedale on Robson Suite Hotel on February 22, 2011 for holding the Annual General Meeting for the owners of The Savoy. Council will finalize the agenda of the AGM at the next council meeting.

ACTION: COUNCIL

5. Emergency Generator Repair: Last week, Finning Canada reported that the radiator of the genset was defective and had to be replaced. The radiator was finally replaced on November 23<sup>rd</sup> and the total cost, including the rental of the backup generator, is about \$4,000. There was a concern raised by council as to whether a load test has to be done at 100% full load or it can be done at 75%. The agent will check and report to council. It was also

decided by council not to use Finning Canada to service the emergency generator of the building in the future.

ACTION: AGENT

6. Fob Audit: The building manager reported to council that there are about fifty units which still have not returned their fob audit forms. All the residents are reminded to please return the fob audit forms to the building manager without delay. Please note that all the fobs not registered with the building manager will be deactivated from the system and the reactivation fee is \$25 per fob.

ACTION: OWNERS

#### CORRESPONDENCE

<i>Owners are invited to write council via the management company regarding any strata matters.</i>
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1. None.

#### NEW BUSINESS

1. Building Staff: Please note that as of December 1, 2011, Rogue Bautista is no longer with The Savoy and his position will be replaced by Lidio Baldeon.

ACTION: NONE

2. Vault Maintenance: As advised by B.C. Hydro, the vault maintenance of The Savoy is due in 2011. Pro-Con Electrical Testing Ltd. has quoted \$2,760 plus HST to perform this maintenance. This quote was accepted by council. The maintenance will be carried out on February 15, 2011 from 9:00 a.m. to 3:00 p.m. Notices will be posted in the building to remind the residents about the power shut-down during testing.

ACTION: PRO-CON/AGENT

3. Depreciation Report: Council directed the agent to obtain quotes for preparing a depreciation report for the building for council's consideration. Council also requested the agent to get a sample of a depreciation report from other building for their reference.

ACTION: AGENT

There being no further business, the meeting was adjourned at 8:50 p.m. The next council meeting will be held on Tuesday, January 25, 2011 at 7:00 p.m. in the meeting room of The Savoy, 928 Richards Street, Vancouver, BC

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DM/am

MINUTES OF COUNCIL MEETING  
STRATA PLAN LMS-4155  
THE SAVOY

---

HELD On Monday, January 24, 2011 at 7:00 p.m. in the Meeting Room at The Savoy, 928 Richards Street, Vancouver, B.C.

PRESENT

Ryan Thompson	President
Dan Streiff	Vice-President/Building Maintenance/Security
Ted Schenkeveld	Treasurer
Willy Uy	Building Maintenance/Security
Melanie Ter Borg	Sustainability Advocates/Landscaping

REGRETS Rick Gannon Co-Treasurer

BUILDING MANAGER Ed Vienneau

STRATA AGENT Douglas Mak, Vancouver Condominium Services Ltd.

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

MINUTES

It was moved, seconded and carried to adopt the minutes of the November 30, 2010 council meeting, as circulated.

FINANCIAL REPORT

- Monthly Statements: It was moved, seconded and carried to adopt the November and December 2010 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
- Account Balances: The current balances for the 12<sup>th</sup> month as at December 31, 2010 in the appropriate funds are as follows:
  - Total Cash Balance \$310,505.48 (Including CRF Balance)
  - CRF Balance \$264,195.19 (Contingency Reserve Fund)

3. Draft Audit Report: The agent distributed to council a draft annual audit report for the last fiscal year ended December 31, 2010 prepared by Berris Mangan Chartered Accountants. It was noted that one repair expense was not accrued in the report. The agent will inform Berris Mangan Chartered Accountants to revise the draft report to include this expense and re-send the revised version to council for approval.

ACTON: AGENT/BERRIS MANGAN

4. Budget Preparations for 2011: Council reviewed the draft budget for 2011 in conjunction with the draft annual audit for 2010. According to the draft audit, there is a surplus in the fiscal year 2010. The 2011 budget to be presented to the owners at the next Annual General Meeting will propose no increase in strata fees in 2011. The proposed budget will be attached with the Annual General Meeting notice to be issued to the owners in early February.

ACTION: AGENT

#### COMMITTEE REPORTS

1. Parking:

- (a) Vehicle Leaking Oil: The building manager reported to council that most of the vehicles that are leaking oil have already had their oil stains in their parking stalls cleaned. He will continue monitoring the situation.

ACTION: BUILDING MANAGER

2. Security: There is nothing to report.

3. Fitness Area:

- (a) Treadmill: The old treadmill was replaced and owners are pleased with the new treadmill.

ACTION: NONE

- (b) Maintenance of Exercise Equipment: Council reviewed and approved a quotation submitted by Fitness Town Inc. for providing maintenance service to the exercise equipment in the gym room. The charge is \$185 plus HST per visit. Council also agreed that this maintenance service will be done quarterly.

ACTION: FITNESS TOWN INC.

4. Communication: There is nothing to report.

5. Building Maintenance: The building manager will power wash the glass canopy at the building entrances when weather permits. Also, council approved to re-paint the hallway on



P4 at a cost of \$300. Council will prepare a “to do” list for building maintenance at their next council meeting.

ACTION: BUILDING MANAGER/COUNCIL

6. Rules and Bylaws: There is nothing to report.

#### BUSINESS ARISING

1. Window Condensation in Townhouse: After Western International Development Contracting installed a fan in the window sill of a townhouse, the condensation problem in the unit problem seems to be improved. The building manager will monitor the situation for the next six months and evaluate its effectiveness.

ACTION: BUILDING MANAGER

2. Annual Fire Inspection: It was noted that the building manager has completed most of the deficiencies noted during the last annual fire inspection. He still needs access to a few units to replace the defective smoke alarms in these units. Also, since council was not satisfied with the performance of Bartec Fire Safety Systems Ltd., it was agreed by council not to invite this company to quote on the next annual fire inspection that is due in September.

ACTION: AGENT

3. Emergency Generator Repair: Council reviewed an invoice from Finning Canada for the recent repairs done to the emergency generator. Council did not accept their labour costs for the installation of the rented generator, as well as for the trouble shooting for the cost of the broken mag pickups and directed the agent to obtain from Finning Canada a breakdown of this labour cost to review. Also, council directed the agent to obtain a report from Finning Canada to certify that the generator was tested by full load after the replacement of the radiator, as determined by the manufacturer.

ACTION: AGENT/FINNING

4. Fob Audit: The building manager reported to council that there are 15 units which still have not returned their fob audit forms. The building manager will try to remind these owners again to submit their forms. Please note that all fobs that are not registered with the building manager will be de-activated and the re-activation fee is \$25 per fob.

ACTION: OWNERS

5. Vault Maintenance: The agent advised council that there will be a power shut-down on Thursday, February 15, 2011 from 9:00 a.m. to 4:00 p.m. when the main electrical transformer will be serviced as per WCB requirements. Notice of this power shut-down will be posted in the building to remind residents.

ACTION: AGENT

6. Depreciation Report: Council reviewed three quotations obtained for the preparation of a depreciation report for the building. The prices are from \$11,200 to \$24,000. The depreciation report is a Contingency Reserve Fund Study that helps the strata corporation develop a funding plan for managing future capital replacement costs.

Following discussion, it was agreed by council that a depreciation report is not necessary and instead, council will try to build up a healthy Contingency Reserve Fund to meet future needs for capital replacement. A  $\frac{3}{4}$  vote resolution to waive the requirement to obtain a depreciation report will be put on the agenda of the upcoming Annual General Meeting for owners' approval.

ACTION: AGENT

7. Annual General Meeting Preparation: Council reviewed a draft AGM notice and agenda prepared by the agent. As discussed under Business Arising, item #6, a  $\frac{3}{4}$  vote resolution regarding the depreciation report will be put on the agenda of the AGM for owners' discussion. The AGM will be held on Tuesday, February 22, 2011 at 7:00 p.m. in the Chevalier Room of Rosedale on Robson Suite Hotel at 838 Hamilton Street, Vancouver, B.C. The notice of the AGM will be issued to owners on February 1, 2011.

ACTION: AGENT

#### CORRESPONDENCE

*Owners are invited to write council via the management company regarding any strata matters.*

1. A letter was received from an owner in a townhouse unit regarding condensation. Council stated that a fan has already been installed in their bay window to solve the problem. The owner will be asked to monitor the situation for the next six months.
2. A letter was received from a townhouse owner regarding a noise complaint against their tenants. The owner stated that she has already spoken to the tenants about this. It was noted that this owner has not submitted a Form K "Notice of Tenant's Responsibilities" for their tenant which is a requirement according to Section 46(b) of the strata bylaw. The agent will request this owner to submit a Form K for her tenants.

ACTION: AGENT

3. Correspondence was received from an owner requesting council to waive a late fine in their account for late payment of the special levy. Council stated that, since the special levy was due on June 1, 2010 and the owner only made the payment in December 2010, the late fine that was charged to their account will not be reversed.

ACTION: NONE

## NEW BUSINESS

1. Annual Testing and Recalibration of CO Sensors: The agent presented to council a quote submitted by Global Gas Detection Inc. for annual testing and recalibration of the parkade CO sensors. The quoted price is \$590 plus HST. This quote was accepted by council.

ACTION: GLOBAL GAS DETECTION

2. VCS Rates Addendum: Council signed an Addendum to the Agreement with VCS. According to this addendum, the management fee rates for 2011 will remain the same.

ACTION: NONE

3. Probation of Edil Maudiel: The three month's probation for the night shift caretaker, Edil Maudiel has passed. Since council was satisfied with his performance, it was agreed by council to increase his rate by 50 cents per hour after the probation.

ACTION: AGENT

4. Form K "Notice of Tenant's Responsibilities": All owners of rental units are reminded that, according to Section 46(b) of the strata bylaw, the owners must submit a Form K for their tenants by the time they move into the building. If you have not submitted a Form K for your tenants or if the Form Ks you submitted previously are not current, please send in your Form K as soon as possible. You can download this Form K from the website of Vancouver Condominium Services at [www.vancondo.com](http://www.vancondo.com) or from the strata website at [www.928richards.com](http://www.928richards.com). Any owner who fails to submit a Form K for their tenants may be subject to a fine of \$200.

ACTION: NR OWNERS

5. Tree & Shrub Services: The agent presented to council a quotation from Davey Tree Services for the fertilization of all the trees along Richards Street and inside courtyard area. The charge is \$448.00 + HST. This quote was accepted by council.

ACTION: DAVEY TREE

There being no further business, the meeting was adjourned at 9:00 p.m. The next meeting will be the Annual General Meeting which will be held on Tuesday, February 22, 2011 at 7:00 p.m. in Rosedale on Robson Suite Hotel.

Douglas Mak  
Vancouver Condominium Services Ltd.  
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Telephone: 604-684-6291 (24 Hour Emergency Services)  
Toll free: 1-877-684-6291  
Fax: 604-684-1539  
DM/lc

#### 24-Hour Emergency Services

Clients using Telus Anonymous Call Blocking feature must deactivate this service (\*87) to receive return calls from VCS after hours.

Please note that we will take no action on any emergency unless we have talked first to the person placing the call. If you have placed an emergency call, please keep the phone line clear so that VCS can return your call promptly.

PLEASE NOTE THAT THIS SERVICE IS FOR BUILDING EMERGENCIES ONLY: IT IS NOT FOR PERSONAL EMERGENCIES. Personal emergencies include lost building or suite access devices (i.e., keys, fobs, IRTs, garage remotes) access to relatives' apartments, inquiries about account balances, "someone parked in my stall", neighbours are having a loud party, and neighbours' security alarm is going off and similar situations. We are also unable to provide assistance on calls such as "I saw a strange person enter the garage..." Suspicious activity and loud parties should be reported to the police. Break and enter and/or vandalism to your automobiles or suites should be reported to the police department.

Please feel free to report floods, broken water lines, fires, fire alarms, stuck elevators, garage gates not working and other similar building/property issues requiring immediate attention.

The 24-hour answering service is not available for general inquiries concerning accounts, council policies and other matters which are regular administration items.

**Strata Property Act**  
**FORM K**  
**NOTICE OF TENANT'S RESPONSIBILITIES**  
*(Section 146)*

Re: Strata Lot ..... *[strata lot number as shown on strata plan]* of Strata Plan  
*[the registration number of the strata plan]*

Street Address of Strata Lot .....  
.....  
.....

Name(s) of tenant(s) .....  
.....  
.....

Tenancy commencing ..... *[month day year]*

**IMPORTANT NOTICE TO TENANTS:**

- 1 Under the Strata Property Act, a tenant in a strata corporation must comply with the bylaws and rules of the strata corporation that are in force from time to time (current bylaws and rules attached).
- 2 The current bylaws and rules may be changed by the strata corporation, and if they are changed, the tenant must comply with the changed bylaws and rules.
- 3 If a tenant or occupant of the strata lot, or a person visiting the tenant or admitted by the tenant for any reason, contravenes a bylaw or rule, the tenant is responsible and may be subject to penalties, including fines, denial of access to recreational facilities, and if the strata corporation incurs costs for remedying a contravention, payment of those costs.

Date: ..... *[month day year]*

.....  
Signature of Landlord, or Agent of Landlord

Address of landlord, or agent of landlord:  
.....  
.....  
.....  
.....  
.....

.....  
Signature of Tenant

.....  
Signature of Tenant

# MINUTES OF ANNUAL GENERAL MEETING

## STRATA PLAN LMS-4155

### THE SAVOY

---

**HELD:** On Tuesday, February 22, 2011 at 7:00 p.m. in the Chevalier Room, Rosedale  
On Robson Suite Hotel, 838 Hamilton Street, Vancouver, B.C.

**PRESENT:** 38 owners in person or proxy, as per the registration sheet.

**STRATA AGENT:** Douglas Mak, Vancouver Condominium Services Ltd.

#### QUORUM REPORT

At 7:00 p.m. the time appointed for this Annual General Meeting, a quorum was not present. According to Section 27(8) of the strata corporation bylaws:

(8) *If at the time appointed for a general meeting, a quorum is not present, the meeting shall stand adjourned for a period of thirty minutes whereupon the adjourned meeting shall be reconvened at the same place and the persons present in person or by proxy and entitled to vote, shall constitute a quorum.*

The meeting was adjourned for 30 minutes and re-convened 7:30 p.m.

There being a quorum present, the meeting was called to order at 7:30 p.m. by Douglas Mak who, in agreement with the owners, chaired the meeting. Introductions were made and the meeting commenced.

#### PROOF OF NOTICE

It was moved, seconded and carried to accept the notice dated February 1, 2011 as proper Notice of Meeting.

#### APPROVAL OF AGENDA

It was moved, seconded and carried to accept the agenda, distributed with the Notice of Meeting.

## **MINUTES**

It was moved, seconded and carried to adopt the minutes of the April 15, 2010 Annual General Meeting. There was no business arising.

## **UNFINISHED BUSINESS**

There was no unfinished business.

## **PRESIDENT'S REPORT**

Owners are asked to please see the attached President's report from Ryan Thompson.

## **INSURANCE REPORT**

The insurance policy for Strata Corporation LMS-4155 as attached to the AGM notice was reviewed by the owners and approved.

All owners and residents are reminded that the strata corporation's insurance policy does not provide for individual contents, betterments or improvements (i.e., storage locker contents, clothing, furniture, decorating, upgrading of carpets, flooring, etc.). Owners and residents must carry their own "Owner Package" insurance for this coverage, including any improvements. You should contact your home insurance company to determine if you have this coverage or not.

## **2011 BUDGET APPROVAL (YEAR END DECEMBER 31<sup>ST</sup>)**

The 2011 budget was presented to the owners for a detailed review and analysis. Following discussion, it was moved, seconded and carried to adopt the budget in the total amount of \$744,029 (unanimous).

Owners please note: There is no increase in strata fees.

For those owners on (PAC) Pre-authorized Chequing, you need do nothing as your payments will continue automatically at the same rate.

For those owners who pay by post-dated cheques, please issue ten (10) new post-dated cheques payable to “Strata Plan LMS-4155” effective March 1, 2011.

### **3/4 VOTE RESOLUTION**

The following 3/4 vote resolution was presented to the owners for their consideration:

#### **3/4 VOTE RESOLUTION BYLAW AMENDMENT – DEPRECIATION REPORT**

*WHEREAS The Owners, Strata Plan LMS-4155, pursuant to Division 2 of Part 7 of the Strata Property Act, S.B.C. 1998, may amend the bylaws of their Strata Corporation;*

*AND WHEREAS The Owners, Strata Plan LMS-4155, wish to amend the bylaws of their Strata Corporation;*

*AND WHEREAS Section 94(2) (not yet in force) of the Strata Property Act (SPA) requires that every strata corporation must obtain from a qualified person “.... a depreciation report estimating the repair and replacement cost for major items in the strata corporation and the expected life of those items...” two years after the coming into force of this section;*

*AND WHEREAS Section 94(3) allows strata corporations to waive this requirement by a resolution passed by a ¾ vote at an annual or special general meeting;*

*AND WHEREAS The Owners, Strata Plan LMS-4155 wish to waive this requirement to obtain a depreciation report;*

*BE IT RESOLVED by a ¾ vote resolution of The Owners, Strata Plan LMS-4155, that the bylaws of their Strata Corporation be amended as follows, such amendment to be effective upon the filing of an Amendment to Bylaws in prescribed form in the Land Title Office:*

*By adding new bylaw No. 50 to read as follows:*

*50 Depreciation Report*

*No depreciation report will be obtained for the strata corporation until such time as it is approved by the Owners or determined to be required as yet to be set out in the SPA regulations.*

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt ¾ Vote Resolution – Bylaw Amendment, Depreciation Report (37 in favour, 1 opposed, 0 abstention).

### **NEW BUSINESS**



1. Financial Review: An owner stated that financial audit done by Berris Mangan, Chartered Accountants, for the building should only be considered as a financial review as they only went through all the invoices, general entries, etc. to confirm their accuracy. All the owners agreed to use the term “Financial Review” in the future. Furthermore, it was suggested that the appointment of an auditor to perform the financial review has to be approved by the owners at the Annual General Meeting. Then there was a motion to appoint Berris Mangan, Chartered Accountants, to prepare a financial review for the building for the 2011 fiscal year ending December 1, 2011. This motion was seconded and carried by the owners (unanimous). It was also agreed that the appointment of an auditor to perform the financial review will be put on the agenda of every Annual General Meeting for owners’ approval.
2. Patio: An owner mentioned that she is unable to use her patio as people from upstairs often thrown all kinds of garbage and cigarette butts down to her patio. It was agreed by the owners to post notices in the building to remind all the residents to be considerate and not to throw anything off their windows and balconies.

#### ELECTION OF STRATA COUNCIL

All members of council for 2010 automatically retired from their positions, pursuant to the *Strata Property Act*. The owners expressed their appreciation for a job well done by their outgoing council.

The following owners were nominated for council for 2011:

Ryan Thompson	Unit #1104
Dan Streiff	Unit #2305
Rick Gannon	Unit #3206
Ted Schenkeveld	Unit #2003
Willy Uy	Unit # 603
Michael Duchnych	Unit # 305
Juan Pablo Gonzalez	Unit # 903

There being no further nominations, it was moved, seconded and carried to cease nominations. The owners nominated were declared elected by acclamation.

There being no further business, the Annual General Meeting was adjourned at 7:55 p.m. The next meeting will be held on Tuesday, March 22, 2011 at 7:00 p.m. in the Office of The Savoy, 928 Richards Street, Vancouver, B.C.

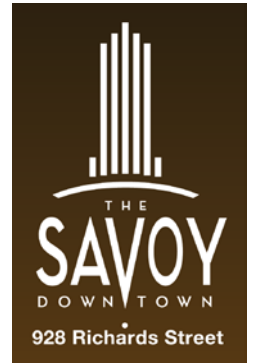
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Toll Free: 1-877-684-6291 / Fax: 604-684-1539

DM/af

#### SELLING YOUR UNIT?

If you are planning to sell your unit, it is a good idea for your realtor to visit our website at [www.vancondo.com](http://www.vancondo.com). There, the realtor will find a link where they are able to order documents requested by potential purchasers such as minutes, bylaws, and engineer reports. Using this process rather than phoning our office may decrease the processing time. You can also find valuable tips on the *Strata Property Act* in the monthly bulletins distributed by our office.

*Tuesday, February 22, 2011*  
*Annual General Meeting*



## **2010 Year in Review**

The Savoy had another successful and fiscally prudent year. Through continued major renovations, preventative maintenance and facility upgrades, 2010 is highlighted by our commitment to improving the liveability of—and investment in—our homes.

### **Major Renovations**

In continuation of the renovation made in 2009, the ceilings, baseboards and door frames in the hallways received a fresh coat of paint. The P4 elevator lobby, hallways, and "Trading Post" received an epoxy floor treatment, designed to significantly reduce the wear and tear on that heavily-trafficked surface. And, excess carpeting from the replacements done in 2009 was used to recarpet the lounge.

### **Preventative Maintenance**

Our building is over 10 years old now, and as such, there's a fair amount of regular maintenance that needs to take place. Though essential for life, water is rather devastating to infrastructure. As the number of burst water pipe incidents started to increase, Council thought it prudent to replace all washing machine and toilet water supply hoses at the same time—an inexpensive hedge against future water damage.

This was all completed in addition to our standard maintenance that included fire equipment inspections, dryer vent cleanings, window washings, and emergency maintenance of our emergency generator—yes, that's an emergency<sup>2</sup>.

### **Facility Upgrades**

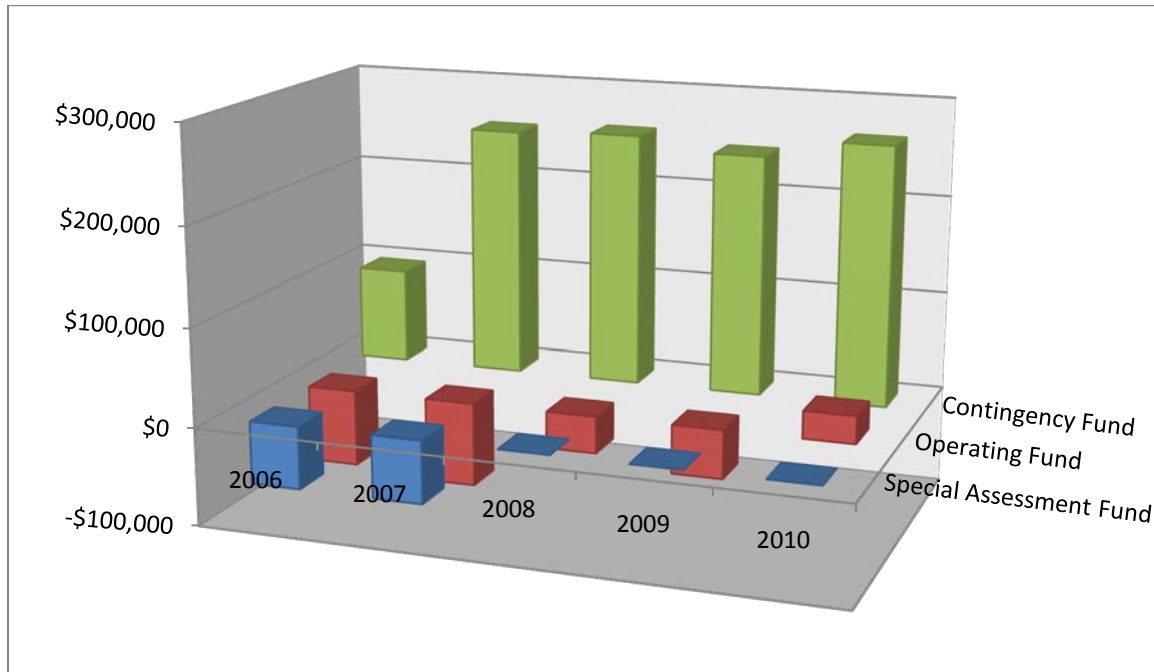
With a 10-year old building comes 10-year old equipment, and Council recognized the need for some upgrades. The fitness area received new commercial-grade equipment including two multi-angle weight benches, a spinning cycle, and a treadmill, with more equipment upgrades planned for this year.

In past years, Council has taken many steps to improve building security, including the installation of a security camera system, stainless steel plates, bars and plexiglass to strengthen the gates and doors. Continuing that trend, while keeping an eye on resident convenience, the Keyscan Access System (Key Fobs) was upgraded to the latest version and previously keyed doors were upgraded to electronic access.

### **Financial Outlook**

From time to time, Strata Councils need to enact Special Levies in order to bring a building's financial health up to the levels set out by law. We would like to thank all the owners who paid their share of 2010's Special Levy. With those funds, and with Council's keen financial prudence, we are pleased to announce that we are no longer operating with a deficit. In fact, our 2011

financial year begins with an approximate \$25,000 operational surplus, an excellent achievement in light of the amount of work we had completed and the additional expense of HST. This puts us in an excellent position to handle whatever emergencies this year may bring.



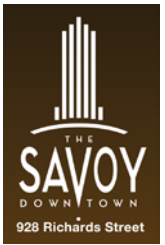
I would like to thank the 2010 Council—Dan Streiff, Melanie ter Borg, Rick Gannon, Ted Schenkeveld, and Willy Uy—for their dedication and commitment to our building, and to making the sometimes tough decisions over the direction of our building. I would also like to thank Douglas Mak of Vancouver Condominium Services for carrying out those directions and being our Strata sherpa. And, I would especially like to thank Ed Vienneau and his janitorial/maintenance team of Edil Maudiel and Lidio Baldeon, for handling the day-to-day caretaking, management, and upkeep of our building.

Going forward, your Strata Council will continue to make plans to not only protect us against future unforeseen issues, but also improve the current liveability of our homes. I encourage all our residents to join Council, for at least a year or two at some point, and help us make The Savoy the best place to live in Vancouver.

Best regards,

Ryan Thompson

**MINUTES OF COUNCIL MEETING**  
**STRATA PLAN LMS-4155**  
**THE SAVOY**



---

HELD On Tuesday, March 22, 2011 at 7:00 p.m. in the Meeting Room at The Savoy, 928 Richards Street, Vancouver, B.C.

PRESENT Ryan Thompson  
Dan Streiff  
Rick Gannon  
Ted Schenkeveld  
Willy Uy  
Michael Duchnych  
Juan Pablo Gonzalez

BUILDING MANAGER Ed Vienneau

STRATA AGENT Douglas Mak, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:03 p.m.

**ELECTION OF OFFICERS**

Following discussion, it was agreed to appoint the following council members for the positions indicated:

Ryan Thompson	-	President
Dan Streiff	-	Vice-President
Ted Schenkeveld	-	Treasurer/Maintenance/Landscaping
Willy Uy	-	Maintenance/Landscaping
Rick Gannon	-	Parking
Michael Duchnych	-	Gym
Juan Pablo Gonzalez	-	Communications

**MINUTES**

It was moved, seconded and carried to adopt the minutes of the January 24, 2011 council meeting, as circulated.



## FINANCIAL REPORT

1. Monthly Statement: It was moved, seconded and carried to adopt the January and February 2011 financial statements, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. Account Balances: The current balances for the 2<sup>nd</sup> month as at February 28, 2011 in the appropriate funds are as follows:
  - Total Cash Balance \$ 362,984.14 (including CRF Balance)
  - CRF Balance \$ 268,939.75 (Contingency Reserve Fund)

## COMMITTEE REPORTS

1. Parking:
  - (a) Extended Parking Pass: The Parking Committee will review the current policy with regard to the use of the Extended Parking Pass and submit a proposal to the strata council for discussion at the next council meeting.

ACTION: PARKING COMMITTEE

2. Security: There is nothing to report.
3. Fitness Area: The Gym Committee will look into replacing the elliptical in the gym room and adding new TV monitors to the gym equipment and submit a proposal to the strata council for review.

ACTION: GYM COMMITTEE

4. Communications: There is nothing to report.

5. Building Maintenance:

- (a) Pressure Washing: It was noted that the building manager has started the pressure washing of the area at the front of the building. When it is done, he will start pressure washing the underground parkade.

ACTION: BUILDING MANAGER

6. Rules and Bylaws:

- (a) Moves: The strata council has passed the following rule regarding moves:  
*"All moves, including the moving or delivery of furniture, must be done through the P1 entrance."*

Council will make this rule as a bylaw at the next Annual General Meeting.



ACTION: AGENT

## BUSINESS ARISING

1. Emergency Generator: The agent distributed documents to council regarding the maintenance of the emergency generator. Council directed the agent to find out more details about the full load test which is required to be done once a year. Council also authorized the payment of an invoice from Finning Canada in the amount of \$13,349.93 for repairs that were completed last year. Council also decided not to use this company for the emergency generator maintenance in the future.

ACTION: AGENT

The agent presented a quotation to council submitted by Cummins Western Canada for the maintenance of the emergency generator. The total cost for the six month Readiness inspection and the major preventative maintenance with load test is \$2,878 plus HST. This quote was accepted by council. The readiness inspection will be done in April and the preventative maintenance and load test will be done in October.

ACTION: CUMMINS

2. Vault Maintenance: The agent reported to council that Pro-Con Electrical completed the electric vault cleaning on February 25, 2011.

ACTION: NONE

3. Window Cleaning: Council reviewed the three quotations obtained to perform window cleaning for the building. Following discussion, it was agreed to accept the quote from Red Lion Exterior Building. The quoted price is \$3,168 plus HST. The window cleaning will be scheduled to be done in early April.

ACTION: RED LION

## CORRESPONDENCE

*Owners are invited to write council via the management company regarding any strata matters.*

1. Correspondence from a townhouse owner with regard to the installation of lights along the sidewalk. Council directed the agent to obtain quotations from electricians to put additional lights in that area for consideration.

ACTION: AGENT

2. A letter was received from an owner regarding second hand smoke in the hallway. The agent has already sent a warning letter to a unit regarding this complaint.

ACTION: NONE



3. A letter was received from an owner regarding a noise complaint. Council directed the agent to send a warning letter to a unit with regard to the noise complaint.

ACTION: AGENT

4. Correspondence was received from the new owners of a unit seeking council's permission to perform renovations in their suite. Their request was accepted by council.

ACTION: NONE

5. A letter was received from an owner seeking council's permission to waive a move-in fee as his unit is a furnished unit and the new tenant only moved in a few items during the move. This request was accepted by council.

ACTION: AGENT

#### NEW BUSINESS

1. Insurance Appraisal: The agent advised council that an updated appraisal report was received from Suncorp Valuations and according to this report, the Cost of Reproduction New of LMS-4155 as of November 2, 2010 is \$45,847,000. The agent has informed the strata corporation's insurance provider to increase the coverage accordingly.

ACTION: NONE

2. Garage Gate Repair: Council reviewed a quote submitted by Overhead Doors for a preventative maintenance repair to the P1 garage gate. Since the garage gate is still working fine, council decided not to carry out the maintenance repair as recommended.

ACTION: NONE

3. Lobby Flower Agreement: Council approved a budget of \$300 to replace the flowers in the lobbies. Willy Uy was assigned to take charge of this replacement.

ACTION: WILLY UY

4. Water Feature in Garden above the Pool: It was decided by council to drain the water feature in the rooftop garden over the pool. Council will decide how to deal with this water feature at the next council meeting.

ACTION: COUNCIL

5. Painting of Visitor Parking: Council directed the agent to obtain quotations to paint the walls and columns of the visitor parking areas for their consideration.

ACTION: AGENT





6. Parking Lobby Upgrade: Council decided to upgrade the parking lobbies of P2, P3 and P4. The agent will obtain quotations for council's consideration at the next council meeting.

ACTION: AGENT

7. Pool Filter: Council approved a quote submitted by Imperial Paddock Pool to repair the swimming pool filter. The quoted price is \$1,425 plus HST.

ACTION: IMPERIAL PADDOCK POOL

8. Mechanical Maintenance Contract: Council agreed to renew the quarterly mechanical contract with Ashton Service Group. The cost is \$817 plus HST per quarter.

ACTION: ASHTON SERVICE

9. Salary Review: It was agreed by council to increase the salary of Lidio Baldeon to \$15 per hour effective May 1, 2011.

ACTION: AGENT

There being no further business, the meeting was adjourned at 8:50 p.m. The next meeting will be held on Tuesday, April 26, 2011 at 7:00 p.m.

Douglas Mak  
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Fax: 684-1539

DM/am

## WHAT YOU NEED TO KNOW ABOUT AN EARTHQUAKE



The idea of an earthquake is unwelcome and not something any of us would like to consider happening in Vancouver; however, it is imperative that we all understand the reality of dealing with the aftermath of a major earthquake should it happen here...

1. You are on your own. Do not count on your strata council or management company for assistance.
2. There is not a supply of food, water, blankets or other survival provisions stored anywhere on the property. You are on your own and need to prepare accordingly.
3. If there is natural gas service to your strata corporation there is no plan for shutting off the gas supply.
4. There are no arrangements for alternate living quarters if you are unable to return to your strata lot. You are on your own.
5. Depending on the severity of the earthquake, you may not be able to telephone/email the management company for assistance.
6. The contents of your strata lot, your automobile(s) and other personal property are not insured by the strata corporation. If you have made improvements to your strata lot, such improvements or betterments are not insured by the strata corporation either.
7. The strata corporation is insured for earthquake damage; HOWEVER, there is a deductible which means that there is no coverage for damages within that deductible. Generally the deductible is 10% of the value of the strata corporation although in some instances (ie. Richmond) the deductible could be 15% or 20% of the value of the property. In most cases this will amount to millions of dollars. Your strata corporation does not have reserve funds available to meet such a huge deductible. Repairs will have to be funded by one or more special levies. These could be substantial.
8. There is NO government plan or fund to assist either you or your strata corporation. You are on your own.

While it would be nice to hear that there are plans and that there is a safety net, your strata council and VCS bring you the above information in an effort to alert you to the reality of an earthquake scenario. The Government of Canada advises you should be prepared to be self sufficient for at least 72 hours. Accordingly, you need to develop your own personal plans for survival. Like many people, you will not be adequately prepared and that is “human nature”. Please remember, however, that “You are on your own” is the hard truth and the only rule that counts.

For further information, please visit the following websites:

Ministry of Public Safety & Solicitor General

[http://www.pep.bc.ca/hazard\\_preparedness/earthquake\\_preparedness.html](http://www.pep.bc.ca/hazard_preparedness/earthquake_preparedness.html)

City of Vancouver Earthquake Preparedness Tips

<http://vancouver.ca/emerg/prepyourself/earthquaketips.htm>

Public Safety Canada - What To Do during an Earthquake

[http://www.preparez-vous.ca/\\_fl/earthquakes-what-to-do-eng.pdf](http://www.preparez-vous.ca/_fl/earthquakes-what-to-do-eng.pdf)

# **MINUTES OF COUNCIL MEETING**

## **STRATA PLAN LMS-4155**

### **THE SAVOY**

---

**HELD**

On Monday, May 16, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

**PRESENT**

Ryan Thompson  
Dan Streiff  
Rick Gannon  
Ted Schenkeveld  
Willy Uy  
Michael Duchnych  
Juan Pablo Gonzalez

**BUILDING MANAGER** Ed Vienneau

**STRATA AGENT** Douglas Mak, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:08 p.m.

**MINUTES**

It was moved, seconded and carried to adopt the minutes of the March 22, 2011 council meeting, as circulated.

**FINANCIAL REPORT**

1. **Monthly Statements:** Following discussion, it was moved, seconded and carried to adopt the March and April 2011 financial statements, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the 4<sup>th</sup> month as at April 30, 2011 in the appropriate funds are as follows:

- Total Cash Balance                   \$395,286.31           (including CRF Balance)
- CRF Balance                           \$273,703.52           (Contingency Reserve Fund)

3. Arrears: Council directed the agent to send a lien warning letter to a unit with four (4) months of strata fees in arrears.

**ACTION: AGENT**

**COMMITTEE REPORTS**

1. Parking:

- (a) Extended Parking Pass: The Parking Committee will circulate a proposal for the use of the Extended Parking Pass to all council members for review. This will be further discussed at the next council meeting.

**ACTION: PARKING COMMITTEE**

2. Security:

- (a) Vandalism: On May 9<sup>th</sup> the flower decoration in the main lobby was damaged by a visitor of a unit. Council directed the agent to send a letter to the owner of this unit regarding this incident and advising them that their account will be charged \$200 for this bylaw infraction and \$100 for the repair of the damage to the flower decoration.

**ACTION: AGENT**

3. Fitness Area: The Gym Committee will get quotes for elliptical and TV monitors and forward to the strata council for review at the next council meeting.

Please be reminded that all gym equipment is not allowed to be taken out of the gym.

**ACTION: GYM COMMITTEE**

4. Communications: It was noted that the night shift caretakers do not check the strata cell phone for messages on a regular basis. The agent will send letters to them reminding them to check the voice messages and return calls promptly as this is a job requirement. They should also need to clean out old messages because when the mailbox is full, residents cannot leave messages for the staff.

**ACTION: AGENT**

5. Building Maintenance:

- (a) Maintenance Report: Council reviewed a Maintenance Report prepared by the Building Committee in April and noted that all the items on the check list have already been completed by the Building Manager.

**ACTION: NONE**

- (b) Pressure Washing of Balconies: Council directed the agent to obtain quotes to pressure wash the balconies and ledges of all the townhouses as dirt are showing on the outside wall of the ledges.

**ACTION: AGENT**

- (c) Pressure Washing of Sidewalks: Council directed the Building Manager to pressure wash the remaining portion of the sidewalk which has not been done.

**ACTION: BUILDING MANAGER**

- (d) Re-Seeding: Council directed the building manager to complete the re-seeding of the grass on the remaining portion of the boulevard which was not done when the other portion was re-seeded.

**ACTION: BUILDING MANAGER**

6. Rules and Bylaws: It was agreed by council to put on the agenda of the next Annual General Meeting a proposed bylaw that denies those owners who are in arrears of strata fees and/or special levies their access and use of the recreation facilities of the building.

**ACTION: AGENT**

**BUSINESS ARISING**

1. Window Cleaning: The agent reported to council that Red Lion Exterior Building Maintenance has completed the window cleaning in mid-April and their invoice in the amount of \$4,435.20 has already been paid.

**ACTION: NONE**

2. Additional Lights on Sidewalk: Council reviewed two quotes obtained for putting additional lights along the sidewalk of the townhouses to improve the illumination. Council directed the agent to schedule a site meeting with the contractor to find out if there any

better alternatives to fit the needs of the building.

**ACTION: AGENT**

3. Water Feature on Garden above the Pool: Council decided not to take further action to beautify this area.

**ACTION: NONE**

4. Painting of Visitor Parking Area: Council reviewed three quotes obtained for repainting the walls and columns, letters, numbers, and lines of the visitor parking area. Following discussion, it was agreed by council to accept the quote of Nikls "One Call" Property Service. The quoted price is \$4,522 plus HST.

**ACTION: NIKLS ONE CALL**

5. Parking Lobby Upgrade: Council reviewed some information obtained for putting new benches in the P2 and P3 lobbies. Council also reviewed three quotes obtained to repaint the elevator lobbies of P2, P3 and P4. Following discussion, it was agreed by council to award the job to ModernLine Painting & Wallpaper. The total cost is \$2,700 plus HST.

**ACTION: MODERNLIN PAINTING**

## **CORRESPONDENCE**

*Owners are invited to write council via the management company regarding any strata matters.*

1. A letter was received from an owner regarding some maintenance issues. The Building Manager will follow up.

**ACTION: BUILDING MANAGER**

## **NEW BUSINESS**

1. Insurance Renewal: The current insurance policy is going to expire on May 31, 2011. Council reviewed two quotes obtained and decided to renew the insurance with BFL Canada for the period from May 31, 2011 to May 31, 2012. The premium is \$58,806.

**ACTION: AGENT**

2. Gates Repair for Townhouses: This item was tabled until a decision is made regarding the addition of lights on the sidewalk.

**ACTION: COUNCIL**

3. Roof Anchor Inspection: The annual roof anchor inspection of the building is due in June and Pro-Bel Enterprises has quoted \$595 plus HST to perform the task. This quote was accepted by council.

**ACTION: PRO-BEL**

4. Compactor Maintenance: Council agreed to sign a new agreement with SmithRite Disposal for providing semi-annual maintenance service to the compactors of the building. The term is for two (2) years and the cost of \$150 per visit.

**ACTION: SMITHRITE DISPOSAL**

5. Dryer Vent Cleaning: The annual dryer vent cleaning is due in August. The agent will obtain several quotes for council's consideration at the next council meeting.

**ACTION: AGENT**

There being no further business, the meeting was adjourned at 8:45 p.m. The next council meeting will be held on Monday, June 20, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

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DM/ys

## **ARE YOU RENTING YOUR STRATA LOT?**

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If so, here is a bulletin you should read. The following is a true story – you will find it interesting and valuable as a non-resident owner.

One Saturday morning, our office received a telephone call on our emergency line that there was a water leak in a building we manage so we dispatched a restoration contractor to mop up the water. The contractor had to access several strata lots to get the job done, and, at one unit, no one answered the door and a locksmith was called to “pick the lock”. Once open, the restoration contractor stepped inside and, to his horror – a fully equipped meth lab.

The police and fire departments were called and the building had to be evacuated. The fire department’s HAZMAT team gingerly dismantled the meth lab. The City then advised that the strata lot could no longer be occupied and, further, the entire strata lot has to now be “deconstructed” and rebuilt. The owner of the strata lot will be facing a cost estimated at about \$100,000 to reimburse the City and to reconstruct. On top of this will be fines from the strata corporation and other legal consequences.

The non-resident owner was in shock to learn all this. It turns out that little was known about the tenant other than he had paid cash for his monthly rent payments and security deposit.

No doubt the vast number of renters in strata corporations is properly screened by non-resident owners such as yourself, or their agents, and in reality there are likely only a few bad apples. Nevertheless, let this true episode serve as a huge heads-up to you (and your rental agent if applicable) that renting your apartment involves a lot more than merely collecting the monthly rent.

You ought to be aware also that most strata corporation insurance policies are now imposing huge deductibles (\$50,000 in some cases) for damages arising from illegal operations. In some policies, the coverage is denied altogether. You can be sure that your strata council is not going to step up to the plate and have the strata corporation pick up the tab if your strata lot is one of these bad apples. Also, be aware of a very significant court case recently heard in the Supreme Court of British Columbia involving insurance claims. The essence of this case is that if an occupant of a strata lot is responsible for the cause of an incident and the insurance of the strata corporation has a deductible, the owner is responsible for paying the deductible. That would be you if your tenant is the culprit for some incident.

Accordingly, we urge you to properly screen your tenants, obtain background and reference checks, and, make frequent inspections of your rental premises. Collecting the rent is the least of your worries given the above facts.



# **MINUTES OF COUNCIL MEETING**

## **STRATA PLAN LMS-4155**

### **THE SAVOY**

---

**HELD**

On Monday, June 20, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

**PRESENT**

Dan Streiff  
Ted Schenkeveld  
Willy Uy  
Michael Duchnych  
Juan Pablo Gonzalez

**REGRETS**

Ryan Thompson  
Rick Gannon

**BUILDING MANAGER** Ed Vienneau

**STRATA AGENT** Douglas Mak Vancouver Condominium Services Ltd.

The meeting was called to order at 7:07 p.m.

**MINUTES**

It was moved, seconded and carried to adopt the minutes of the May 16, 2011 council meeting, as circulated.

**FINANCIAL REPORT**

1. **Monthly Statement:** Following discussion, it was moved, seconded and carried to adopt the May 2011 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 5<sup>th</sup> month as at May 31, 2011 in the appropriate funds are as follows:

- Total Cash Balance                      \$349,590.18                      (Including CRF Balance)
- CRF Balance                                \$276,041.26                      (Contingency Reserve Fund)

3. Arrears: The agent advised council that the Toronto Dominion Bank, mortgagor of a unit, has commenced foreclosure proceedings against this unit for outstanding mortgage payments. This unit also owes strata fees and a lien has already been filed on the title of this unit.

**ACTION: AGENT**

4. Audit Report: The financial statements of the strata corporation for the last fiscal year end December 31, 2010 were audited by Berris Mangan Chartered Accountants and a report was received. A copy of the "Independent Auditors Reports" was attached with the minutes for the owners' records.

**ACTION: NONE**

## **COMMITTEE REPORTS**

1. Parking:

- (a) Extended Parking Pass: Council approved a proposal for amending the use of extended parking pass. Details of the changes in the use of the extended parking pass will be announced shortly.

**ACTION: COUNCIL**

2. Security:

(a) Keyscan Elevator Control:

A quote was received from Vidtech Service Inc to upgrade the elevator controller to keyscan with new interfaces for visitor elevator access. The quoted price is \$8,950 plus HST. Since the building manager has recently made some repairs to the elevator controller and it looks like the system is working fine, council decided to monitor the situation and if the problem still exists, council will consider upgrading the elevator control system. If any residents are experiencing problems granting access to the building for their visitors using the telephone, please contact the caretakers.

**ACTION: COUNCIL**

3. Fitness Area:

- (a) Elliptical and TV Monitors: The Gym Committee will get quotes for elliptical and TV monitors for council's review at the next council meeting.

**ACTION: GYM COMMITTEE**

- (b) Re-Tiling of Hot Tubs: A quote was obtained for tiling the hot tub. The cost is \$8,000 plus HST. Council decided not to re-tile the hot tub but instead will have the building manager re-paint the hot tub during the summer time.

**ACTION: BUILDING MANAGER**

4. Communications: There is nothing to report.

5. Building Maintenance:

- (a) Pressure Washing of Balconies: Council reviewed 3 quotes obtained for pressure washing the balconies/ledges of the townhouses. As these quotes are not clear whether the façade and stains on the bricks are included, the agent will seek clarification with the contractors and report to council.

**ACTION: AGENT**

- (b) Gates Repair for Townhouses: Council approved a quote submitted by Rani Iron Aluminium Works for repairing the aluminium gates of the townhouses. The quoted price is \$3,840 plus HST.

**ACTION: RANI IRON ALUMINIUM WORKS**

6. Rules & Bylaws:

- (a) Council reviewed and adopted the following rules:

*"An owner (and their renters if applicable) may be denied access in use of the recreation facilities if the owner is in arrears of the strata fees and/or special levy."*

This rule will be proposed to owners at the next Annual General meeting to be adopted as a new bylaw for the strata corporation.

**ACTION: AGENT**

(b) Pool Rules: Council adopted the following pool rules:

- (1) Warning – No Life Guard On Duty.
- (2) Shower before entering pool.
- (3) No animals in pool or on pool deck.
- (4) No food or drink in pool or on deck.
- (5) No Diving.
- (6) Children under 12 years old must be accompanied by an adult.
- (7) Bathing load – 10 persons.
- (8) Emergency Assistance – 911.
- (9) Pool Hours: from 3:00 a.m. to 2:00 a.m. – Pool closed for cleaning between 2:00 a.m. and 3:00 a.m.

These rules will be proposed to owners at the next Annual General Meeting to be adopted as a new bylaw for the strata corporation.

**ACTION: AGENT**

## **BUSINESS ARISING**

1. Additional Lights on Sidewalk: Council had a site meeting with BMR Lighting regarding their proposal for adding lights on the sidewalk. This contractor will get back to council on the cost of other options, such as flood lights or post lights, for council's consideration.

**ACTION: BMR LIGHTING**

2. Painting of Visitor Parking: Nikls "One Call" Property Services has completed the painting of the visitor parkade recently. It was noted that their truck has hit the garage gate and damaged it. Council directed the agent not to settle their invoice until the gate is properly fixed by the contractor.

**ACTION: AGENT**

3. Parking Lobby Upgrade: It was noted that ModernLine Painting has the base coat down and will complete the final coat as materials for the clear coat and coloured specks become available. Council approved payment in advance. Also, benches will be put in these lobbies as part of the lobby upgrade. The caretaker will touch up the paint on the window frames as well as the elevators and doors.

**ACTION: COUNCIL/CARETAKER**

4. Dryer Vents Cleaning: Council reviewed 3 quotes obtained for cleaning of dryer vents of the building. Following discussion, it was agreed that the dryer vents will be cleaned from both outside and inside this year. Also, council accepted the quote Michael A. Smith Duct Cleaning and the cost for cleaning is \$36 plus HST per unit. The cleaning will be done in August. Since cleaning is done both from the outside and inside of units, access to individual units is required. Owners/residents must provide access to perform the cleaning according to the cleaning schedule which will be posted before the cleaning.

**ACTION: MICHAEL A. SMITH DUCT CLEANING**

## **CORRESPONDENCE**

*Owners are invited to write council via the management company regarding any strata matters.*

1. A letter was received from Westhall Properties advising that the rent for the building manager's suite will be increased by \$30 per month commencing on September 1, 2011.

**ACTION: AGENT**

2. A letter was received from an owner regarding a noise complaint. The agent will send a warning letter to the owners and tenants of the upstairs' unit.

**ACTION: AGENT**

## **NEW BUSINESS**

1. Glass Replacements: A quote was received from Extreme Glass for replacing several windows in a unit with broken seal. Council agreed to replace those sealed units that are in very bad shape. The agent will check this unit and identify those are in need of replacement.

**ACTION: AGENT**

2. Bylaw Violation: It was noted that a tenant often allows their dog to urinate on the common hallway carpets. The agent has already sent a warning letter to the owners and tenants of this unit, but this malpractice continues. It was decided by council to impose a fine of \$200 to the unit for this bylaw infraction. Council will also hire a professional cleaner to clean the carpets and the costs will be charged to the account of this unit. Council stated that if the owners/tenants continue to allow their dog to urinate on common hallways carpets, more fines and cleaning charges will be applied.

**ACTION: AGENT**

3. Exterior Caulking: Council is looking into doing an exterior caulking to the building in 2012. The agent will obtain quotes for council's review at the next council meeting.

**ACTION: AGENT**

4. Complaint: If you wish to file a complaint to the strata council, you have to put it in writing with all the specific information regarding the complaint in order for the strata council to follow up properly.

**ACTION: OWNERS/RESIDENTS**

There being no further business, the meeting was adjourned at 8:45 p.m. The next council meeting will be held on Monday, July 18, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

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mangan**

CHARTERED ACCOUNTANTS

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**INDEPENDENT AUDITORS' REPORT**

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To The Owners of  
**Strata Plan LMS 4155 (The Savoy Downtown):**

We have audited the accompanying financial statements of **Strata Plan LMS 4155 (The Savoy Downtown)**, which comprise the statement of financial position as at December 31, 2010 and the statements of operating revenues, expenditures and fund, contingency revenues, expenditures and fund, security system revenues, expenditures and fund and capital assets revenues, expenditures and fund for the year then ended, and a summary of significant accounting policies and other explanatory information.

*Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

*Auditors' responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

*Opinion*

In our opinion the financial statements present fairly, in all material respects, the financial position of **Strata Plan LMS 4155 (The Savoy Downtown)** as at December 31, 2010, and its financial performance for the year then ended in accordance with Accounting Standards for Not-for-Profit Organizations



**CHARTERED ACCOUNTANTS**

Vancouver, B.C.  
March 22, 2011

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# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4155

### THE SAVOY

---

**HELD:** On Monday, July 18, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

**PRESENT:** Ryan Thompson  
Dan Streiff  
Ted Schenkeveld  
Michael Duchnych

**REGRETS:** Rick Gannon  
Willy Uy  
Juan Pablo Gonzalez

**STRATA AGENT:** Douglas Mak Vancouver Condominium Services Ltd.

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

### **MINUTES**

It was moved, seconded and carried to adopt the minutes of the June 20, 2011 council meeting, as circulated.

### **FINANCIAL REPORT**

1. **Monthly Statement:** Following discussion, it was moved, seconded and carried to adopt the June 2011 financial statement, as presented. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the 6<sup>th</sup> month as at June 30, 2011 in the appropriate funds are as follows:

•	Total Cash Balance	\$310,010.79	(Including CRF Balance)
•	CRF Balance	\$278,475.25	(Contingency Reserve Fund)



## **COMMITTEE REPORTS**

### 1. Parking:

- (a) Extended Parking Pass: The changes to the extended parking pass will be posted and shown on the new passes shortly.

**ACTION: Agent**

### 2. Security:

- (a) Keyscan Elevator Control: It was noted that there is no problem to the keyscan elevator control system after the building manager made some repairs to the system last month. Therefore, council decided there is no need to upgrade the elevator control system as quoted by Vidtech.

**ACTION: None**

### 3. Fitness Area:

- (a) Elliptical: Council decided to purchase a new commercial grade elliptical for the fitness area and the cost of this equipment is around \$7,000.

**ACTION: Agent**

- (b) Hot Tub: The building manager has power washed the hot tub recently and he suggested that there is no need to repaint or retile the hot tub at this time. His suggestion was accepted by council.

**ACTION: None**

### 4. Communications: There is nothing to report.

### 5. Building Maintenance:

- (a) Pressure Washing of Balconies of Townhouses: The agent advised council that Champion Window & Pressure Washing and Red Lion Exterior Building Maintenance have confirmed that their prices include the cleaning of the façade and stains on the brick walls. Since the price of Champion is lower, council decided to award the job to this company. The agent will schedule the power washing to be done in early August.

**ACTION: Champion**

- (b) Gates Repair for Townhouses: The agent advised council that, with repeated attempts by the agent, he was still unable to get in touch with Rani Iron & Aluminium Works Ltd. As such, he has obtained another quote for gate repairs and this quote from MLG Enterprises is \$675 plus HST per gate. Following discussion, it was decided by council to accept this quote for the gate repairs. The agent will arrange this to be done as soon as possible.

**ACTION: MLG Enterprises**

6. Rules & Bylaws: There is nothing to report.

### **BUSINESS ARISING**

1. Additional Lights on Sidewalk: Ryan Thompson will bring some samples of lights and fixtures for council to review.

**ACTION: Council**

2. Painting of Visitor Parking: The agent advised council that Nikls "One Call" Property Services has repaired the garage gate damaged by their truck. Their invoice for the painting of the visitor parking has already been paid.

**ACTION: None**

3. Parking Lobby Upgrade: The building manager has completed the touch-up painting of the window frames, elevators and doors in the parkade lobbies. Council has approved to purchase three benches to be placed in the parkade lobbies and the cost of the bench is \$367.92 each. The agent will arrange for the purchase and installation. Also, the agent will follow up with Modern Line Painting for the outstanding work of putting clear coat and coloured specks on the lobby floor.

**ACTION: Agent**

4. Dryer Vents Cleaning: Michael A. Smith Duct Cleaning will be on-site to clean the dryer vents of all the units (from inside and outside) from August 15 to August 19, 2011. Access to all the units is required to perform the cleaning. Please provide access for the cleaning according to the schedule as attached.

**ACTION: Michael A. Smith Duct Cleaning**

5. Glass Replacement: Pending.

**ACTION: Agent**

6. Exterior Caulking: The agent presented to council a quote submitted by XTR Building Services for replacement of all the sealant on the exterior of the building. Council directed the agent to obtain some more quotes for comparison. Council also directed the agent to obtain a quote from InfoTech Building Services Inc. for a building envelope review for their consideration.

**ACTION: Agent**

### **CORRESPONDENCE**

Owners are invited to write council via the management company regarding any strata matters.

1. A letter was received from B.C. Hydro regarding an issue with hydro meters in the building. The agent will ask the building manager to investigate and report.

**ACTION: Building Manager**

### **NEW BUSINESS**

1. Hose Bib: Two quotes were obtained for adding a new hose bib along the front of the building. Following discussion, it was agreed by council to accept the quote from Ashton Mechanical Ltd. and the quoted price is \$1,765.03 plus HST.

**ACTION: Ashton Mechanical Ltd.**

There being no further business, the meeting was adjourned at 8:05 p.m. The next council meeting will be held on Monday, August 15, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.



Douglas Mak  
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Vancouver, B.C. V6E 3J7

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# INFORMATION FOR OWNERS

BUSINESS ARISING # (4)

## DRYER DUCT CLEANING

**DATES: AUGUST 15, 16, 17, 18 AND 19, 2011**

DAY ONE		CLEANING TIMES
MONDAY AUGUST 15 / 2011	FROM: PH #6 DOWN TO UNIT #2604	BETWEEN THE HOURS OF 9:00 AM AND 12:00 NOON
	FROM: UNIT #2603 DOWN TO UNIT #2301	BETWEEN THE HOURS OF 12:00 Noon and 3:00 PM
DAY TWO		CLEANING TIMES
TUESDAY AUGUST 16 / 2011	FROM: UNIT #2206 DOWN TO UNIT #1905	BETWEEN THE HOURS OF 9:00 AM and 12:00 Noon
	FROM: UNIT #1904 DOWN TO UNIT #1603	BETWEEN THE HOURS OF 12:00 Noon and 3:00 PM
DAY THREE		CLEANING TIMES
WEDNESDAY AUGUST 17 / 2011	FROM: UNIT #1602 DOWN TO UNIT #1301	BETWEEN THE HOURS OF 9:00 AM and 12:00 Noon
	FROM: UNIT #1206 DOWN TO UNIT #905	BETWEEN THE HOURS OF 12:00 Noon and 3:00 PM
DAY FOUR		CLEANING TIMES
THURSDAY AUGUST 18 / 2011	FROM: UNIT #904 DOWN TO UNIT #603	BETWEEN THE HOURS OF 9:00 AM and 12:00 Noon
	FROM: UNIT #602 DOWN TO UNIT #308	BETWEEN THE HOURS OF 12:00 Noon and 3:00 PM
DAY FIVE		CLEANING TIMES
FRIDAY AUGUST 19 / 2011	FROM: UNIT #307 DOWN TO UNIT #207	BETWEEN THE HOURS OF 9:00 AM and 12:00 Noon
	FROM: UNIT #206 DOWN TO UNIT #101 THEN TOWNHOMES	BETWEEN THE HOURS OF 12:00 Noon and 3:00 PM

### INFORMATION NOTES

- THE WORK WILL PROGRESS "FROM SUITE TO ADJACENT SUITE" AND "DOWNWARDS FLOOR BY FLOOR" AND, AUTHORIZED "INSIDE IN-SUITE ACCESS TO ALL SUITES" WILL BE REQUIRED FOR OUR SERVICE TECHNICIANS DURING THE SCHEDULED WORKDAYS, (AS LISTED ON THE WORK SCHEDULE ABOVE).
- PLEASE NOTE: THE PROJECT CLEANING WORK CAN TAKE MORE TIME TO COMPLETE IN SOME SUITES. THIS IS WHY IT IS IMPOSSIBLE TO GIVE THE EXACT TIME THAT WE WILL BE AT YOUR SUITE TO PERFORM THE WORK.
- IF YOU CANNOT BE HOME AT YOUR SCHEDULED CLEANING TIME, PLEASE MAKE ARRANGEMENTS SO THAT WE CAN GAIN AUTHORIZED ACCESS YOUR SUITE TO COMPLETE THE WORK FOR YOU.
- NOTE: ONCE WE LEAVE YOUR FLOOR, WE CANNOT RETURN TO YOUR SUITE (AND RE-SET UP; THE MULTIPLE AIRLINES AND DUCT CLEANING EQUIPMENT ETC), BECAUSE OTHER RESIDENTS WILL BE WAITING FOR THEIR SCHEDULED APPOINTMENTS.
- NOTE: IT WOULD BE VERY HELPFUL IF ANY MISCELLANEOUS ITEMS "AT DRYER UNITS" COULD BE MOVED TO ONE SIDE IN ADVANCE", SO THAT WE CAN ACCESS THE DRYER VENTS AND KEEP ON SCHEDULE.

Thank you in advance for your cooperation

# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4155

### THE SAVOY

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HELD On Monday, August 15, 2011 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

PRESENT Ted Schenkeveld  
Rick Gannon  
Willy Uy  
Michael Duchnych  
Juan Pablo Gonzalez

REGRETS Dan Streiff

STRATA AGENT Douglas Mak, Vancouver Condominium Services Ltd.

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

#### STRATA COUNCIL

Due to personal reasons, Ryan Thompson tendered his resignation from council with immediate effect. Council thanked Ryan for his contributions to council and the building over the last few years. Following discussion, it was agreed by council to elect Michael Duchnych as the new president of council.

There is now a vacancy on council. Any owners interested in joining the strata council are asked to please contact the strata agent.

#### MINUTES

It was moved, seconded and carried to adopt the minutes of the July 18, 2011 council meeting, as circulated.

#### FINANCIAL REPORT

1. Monthly Statement: The July 2011 financial statement was distributed to council and will be reviewed at the next council meeting. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 7<sup>th</sup> month as at July 31, 2011 in the appropriate funds are as follows:

- Total Cash Balance \$321,446.81 (including CRF Balance)
- CRF Balance \$ 280,867.05 (Contingency Reserve Fund)

#### COMMITTEE REPORTS

1. Parking: Council passed a new set of rules for visitor parking (see attached). Drake Towing will patrol the parking lot and enforce these rules. Violators will be subject to towing without notice.

ACTION: Drake Towing

2. Security: Council directed the building manager to shorten the closing time of the outer gate.

ACTION: Building Manager

3. Fitness Area: The new elliptical was delivered to the building in July. The cost of this elliptical is \$6,180.16. Also, the parts for the treadmill will arrive in about 2 – 3 weeks. The building manager will follow up with Fitness Town to get the treadmill repairs as soon as possible.

ACTION: Fitness Town

4. Communication: Council directed the agent to put up a notice to remind all the residents that, according to the Strata Bylaw Section 48 (P), no bikes are permitted in the elevators, and no bikes should be brought in through the main lobby area. Residents can store their bikes in the bike storage room on P1 level.

ACTION: Agent/Residents

5. Building Maintenance:

(a) Pressure washing of Balconies (Townhouses): The agent reported to council that Champion Window Cleaning will power wash the balconies, ledges, facade and stains on the walls of townhouses units on August 25<sup>th</sup> and 26<sup>th</sup>. Notices will be delivered for all townhouse owners shortly.

ACTION: Champion Window Cleaning

(b) Gate Repairs for Townhouses: MLG Enterprises will install the new gates for the townhouses within the next 2 weeks.

ACTION: MLG Enterprises

(c) Door Repainting: Council will do a walk through the building and identify those doors that require painting. Then this information will be provided to the strata

agent to obtain quotes for repainting those doors.

ACTION: Council/Agent

6. Bylaws and Rules: New rules for visitors' parking were passed. Please refer to Committee Report #1.

ACTION: None

#### BUSINESS ARISING

1. Additional Lights on Sidewalk: Council directed the agent to ask BMR Lighting Electric Ltd. to bring a sample of their proposed bollard light to show to council.

ACTION: BMR Lighting

2. Parking Lobby Upgrade: The agent advised council that shipping charge for the delivery of 3 benches is \$147.51. Council approved this shipping charge and directed the agent to order these 3 benches. Also, it was noted that Modern Line Painting will put clear coat and coloured specks on lobby floors of P1 to P3 within the next 2 weeks.

ACTION: Agent

3. Dryer Vent Cleaning: Michael A. Smith Duct Cleaning commenced the dryer vent cleaning today and the work will be completed by Friday, August 19<sup>th</sup>. All residents are required to provide access for the company to clean the dryer vents from inside of the units.

ACTION: Michael A. Smith Duct Cleaning

4. Glass Replacement: Pending.

5. Exterior Caulking: Council reviewed a quote submitted by Info Tech Building Services Inc. to perform a visual review of the exterior claddings of the building and submit a report. It was noted that a similar report was done a few years ago. Council directed the agent to check the file and obtain this report for their review.

The agent also distributed to council two quotes for replacing all the sealant on the exterior of the building. Council will further discuss this topic at the next council meeting.

ACTION: Agent

6. B.C. Hydro Meters: It was noted by B.C. Hydro that the seals of most of the B.C. Hydro meters in the building are missing. B.C. Hydro will have to go into all the units in the building to verify their meters and put the seal back on. More details of this will be announced shortly.

ACTION: B.C. Hydro

#### CORRESPONDENCE

1. A letter was received from an owner seeking council's permission to rent a visitor parking stall to park his oversize truck. This request was rejected by council.

ACTION: None

2. A letter was received from a tenant on the 24<sup>th</sup> floor denying an allegation that his dog has urinated on the carpets in the common hallway of the 24<sup>th</sup> floor. Council directed the agent to deliver a note to all the units on the 24<sup>th</sup> floor advising them that there is a problem on that floor that some residents are allowing their pets to urinate on common area carpets. Council will not change the carpet of that floor until this problem is solved. Residents are asked to report to the strata agent or the building manager immediately if they notice any residents allowing their pets to urinate on the carpet. Council will also look into the feasibility of putting in a security camera on that floor to monitor.

ACTION: Agent

#### NEW BUSINESS

1. Annual Fire Testing: The agent presented council with a quote submitted by Bartec Fire Safety Systems Ltd. to perform an annual inspection to the fire system of the building. The quoted price is \$3,350 plus HST. This quote was accepted by council. The agent will schedule with Bartec Fire Safety Systems to have the annual testing done in October 2011.

ACTION: Bartec Fire Safety

There being no further business, the meeting was adjourned at 8:45 p.m. The next meeting will be held on Monday, September 19, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

Douglas Mak  
Vancouver Condominium Services Ltd.  
#400 – 1281 West Georgia Street  
Vancouver, B.C.  
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Toll free: 1-877-684-6291  
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DM/ys

LMS-4155



# The Savoy

## DOWNTOWN GUEST PARKING RULES (EFFECTIVE: AUGUST 22, 2011)

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- 1) VISITORS DAYTIME PARKING TAG: (green mirror dangler): This tag is to accommodate guest parking from 8:00 A.M. until midnight, for a single day. NOTE: Any resident placing a green tag only, on a guest vehicle between midnight and 8:00 A.M. runs the risk of that vehicle being towed. (i.e. late arrival 2:00 A.M..... see "OVERNIGHT PARKING")
- 2) OVERNIGHT PARKING PASS: this requires the orange OVERNIGHT DASHBOARD PARKING SHEET appropriately marked with the date. The Overnight Parking Sheet is valid from midnight until 11:00 A.M. NOTE: the Green Daytime Parking Pass Must accompany the orange Overnight parking Sheet which will provide clearance until midnight (see above).
- 3) EXTENDED PARKING PASS: this white dashboard pass is issued by the Building Manager and provides valid parking until 11:00 A.M. on the final day indicated on the Extended Parking Pass. NOTE: the green Daytime Parking Pass MUST accompany the Extended Parking Pass for each day.

Any vehicles in violation of the above run the risk of their guest's vehicle being towed at the owner's expense. If there are any questions regarding these Rules, contact the building manager.

**MINUTES OF COUNCIL MEETING**  
**STRATA PLAN LMS-4155**  
**THE SAVOY**

---

**HELD:** On Monday, September 19, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

**PRESENT:** Ted Schenkeveld  
Willy Uy  
Michael Duchnych

**REGRETS:** Dan Streiff  
Rick Gannon  
Juan Pablo Gonzalez

**GUESTS:** Deepak Arora  
Michael Lum  
Ed Vienneau, Building Manager

**STRATA AGENT:** Douglas Mak, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:03 p.m.

**STRATA COUNCIL**

It was agreed by council to appoint Deepak Arora as a new council member to fill the vacancy on council.

**MINUTES**

It was moved, seconded and carried to adopt the minutes of the August 15, 2011 council meeting, as circulated.

**FINANCIAL REPORT**

1. **Monthly Statements:** Following discussion, it was moved, seconded and carried to adopt the July and August 2011 financial statements, as distributed. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the 8<sup>th</sup> month as at August 31, 2011 in the

appropriate funds are as follows:

- Total Cash Balance \$353,911.82 (including CRF Balance)
- CRF Balance \$283,260.88 (Contingency Reserve Fund)

3. Arrears: The agent advised council that a lien was filed on the title of a unit with about \$3,000 of strata fees and fines in arrears. Council will try to contact this owner and ask him to talk to the agent to settle the outstanding fees in his account.

ACTION: Council

4. Term Deposit: Council decided to put \$200,000 of their CRF into a 90-day cashable term deposit. The agent will obtain the interest rates offered by VanCity for council's consideration.

ACTION: Agent

5. Banking: Council was in receipt of a memorandum from Vancouver Condominium Services Ltd. advising that VCS will be changing banking institutions from Coast Capital Savings to VanCity Credit Union, effective December 1, 2011. The change requires consent of the strata council since the banking arrangement is part of the management agreement with VCS. Council was agreeable to the change of financial institution and executed the required addendum to the management contract. Owners who pay their strata fees via the PAC plan are not required to do anything. The PAC will be automatically transferred from Coast Capital to VanCity effective December 1<sup>st</sup>.

ACTION: None

## COMMITTEE REPORTS

1. Parking: Council directed the agent to incorporate the newly-passed rules for guest parking pass into the welcome package for new owners. Also, once the welcome package is updated it will be uploaded to the strata corporation's website.

Council also directed the agent to put new signages for the rules for the use of visitor parking permit in the visitor parking area.

ACTION: Agent

2. Security: Since the existing elevator control system is malfunctioning, council has decided to replace this system with a new keyscan system. Cobra Integrated systems Ltd. has quoted \$8,952.76 plus HST for this replacement which has already been accepted by council. The building manager will follow up with Cobra Integrated systems Ltd. to have the new system installed as soon as possible.

ACTION: Cobra Integrated Systems Ltd.

3. Fitness Area:

- (a) Television: Council will obtain quotations to install television monitors in the gym room for consideration.

ACTION: Council

- (b) Painting: Council directed the agent to obtain quotes to repaint the gym room and the lounge for their consideration.

ACTION: Agent

4. Communication: There is nothing to report.

5. Building Maintenance:

- (a) Pressure Washing of Townhouse Balconies: Champion Window Washing completed the pressure washing of the balconies of the townhouses on August 26, 2011. Council was satisfied with the work done and agreed that their invoice in the amount of \$1,433.60 be paid.

ACTION: None

- (b) Gate Replacement for Townhouses: It was noted that MLG Home, Garden & Design Solutions Inc. completed the replacement of eight townhouse gates in August. Council agreed that their invoice in the amount of \$5,292 be paid.

ACTION: None

- (c) Door Repainting: Council will send a list of doors that require repainting to the agent shortly and quotations will be obtained for repainting these doors for council's consideration.

ACTION: Council/Agent

6. Bylaws and Rules: There is nothing to report.

#### BUSINESS ARISING

1. Additional Lights on Sidewalk: BMR Lighting Electric Ltd. will bring a sample of their proposed bollard light to show to council on Wednesday, September 14, 2011. Council will then decide whether to accept their quote for the installation of eight bollard lights along the sidewalk.

ACTION: BMR Lighting/Council

2. Parking Lobby Upgrade: It was noted that the building manager has applied colour specks

on the parking lobby floors and also new benches have been installed for each parkade lobby. The total cost for the three benches, including shipping and taxes, is \$1,372.73.

ACTION: None

3. Dryer Vent Cleaning: The agent advised council that Michael A. Smith Duct Cleaning carried out the dryer vent cleaning in the building from August 15<sup>th</sup> to August 19<sup>th</sup>. According to their report, 160 units were cleaned from outside and inside and 54 units were cleaned from outside only due to no access. The total amount of this invoice is \$7,600.32. Council agreed this invoice be paid.

ACTION: None

4. Glass Replacement: Pending.

5. Exterior Caulking: The agent showed to council a sample report done by Info Tech Building Services Inc. for a visual review of exterior claddings of another building. The quote by Info Tech Building Services Inc. to do a visual review to The Savoy is \$14,090 plus HST. Council will bring this to the Annual General Meeting for owners' approval.

ACTION: Agent

6. B.C. Hydro Meters: The agent is still waiting for B.C. Hydro to provide a schedule to verify the meters of this building.

ACTION: B.C. Hydro

7. Annual Fire Inspection: Bartec Fire Safety will be on-site from October 4<sup>th</sup> to October 6<sup>th</sup> to perform the annual fire testing (please see attached notice and schedule). All residents are required to provide access for this company to perform the in-suite device testing according to the schedule.

ACTION: Bartec/Owners

## CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. Two letters were received from an owner complaining about an upstairs unit washing their balcony and letting dirty water run down the building onto lower balconies. Council directed the agent to impose a fine to this unit for this bylaw infraction.

ACTION: Agent

2. A letter was received from an owner complaining about a noise disturbance. The agent will

write a warning letter to the unit that created the noise disturbance to bring this to their attention.

ACTION: Agent

#### NEW BUSINESS

1. Window Cleaning: Council reviewed two quotes obtained for window cleaning. It was decided by council to accept the quote of Red Lion Exterior Building Maintenance at a cost of \$3,960 plus HST. The agent will schedule the window cleaning to be done as soon as possible.

ACTION: Red Lion

2. Compensation for Building Manager: Council agreed to compensate the building manager for using his vehicle for strata issues at \$0.46 per kilometre.

ACTION: Building Manager

3. Cracks in Car Wash Area: It was noted that water is leaking from the P3 carwash area down to P4. The building manager will follow up with the repair.

ACTION: Building Manager

There being no further business, the meeting was adjourned at 8:35 p.m. The next meeting will be held on Monday, October 17, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

Douglas Mak  
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# NOTICE TO RESIDENTS

## STRATA PLAN LMS-4155

### THE SAVOY

#### ANNUAL FIRE EQUIPMENT TESTING

TUESDAY, OCTOBER 4, 2011 TO

THURSDAY, OCTOBER 6, 2011

*BARTEC will be on site to inspect and test the fire safety equipment. During the test, fire alarm bells may ring intermittently.*

*All insuite fire safety devices must be tested in accordance with the local fire code. Please ensure that access to your suite is made available on Tuesday, October 4<sup>th</sup> (see attached schedule). Bartec will commence on the top floor and work their way down to the Townhouse units. If you are unable to be home, please leave a key with a neighbour or the building manager Ed at 604-916-6116.*

*Please also note that the dry sprinkler system will be flushed and there may be discoloration of the water.*

Residents are reminded of bylaw 7.4:

- (4) *Where the strata corporation or its representatives require access to a strata lot to carry out regularly scheduled inspections/servicing, such as in respect of in-suite smoke detectors, fire alarms, dryer ducts and vents, plumbing, electrical wiring or otherwise, access must be provided at the time(s) specified in the notice circulated to owners, unless other arrangements are made in advance between the owner/occupant of a strata lot and the strata council. If any such inspection/service visit has to be re-scheduled due to the failure of an owner or occupant to comply with the foregoing, it shall be done at the cost of the owner, to whose account all charges incurred as a result (including those of any forced entry that may be required) will be charged, and will thereupon become due and payable immediately.*

\* \* \*

LMS4155  
928 Richards Street, Vancouver

The Savoy  
Annual Fire Equipment In Suite Testing Schedule

Please note that this is a “tentative” in suite fire equipment testing schedule. Bartec Fire & Safety will be on site Tuesday October 4, 2011 at 9:30 am. Bartec will start on the top floor working from suite to suite/ floor by floor and then to the townhouse units.

Tuesday, October 4, 2011

9:30 am to 9:45am	3206, 3205, 3204, 3203, 3202, 3201, 2807, 2806, 2805,
9:45am to 10:00am	2804, 2803, 2802, 2801, 2707, 2706, 2705, 2704, 2703, 2702, 2701
10:00am to 10:15 am	2607, 2606, 2605, 2604, 2603, 2602, 2601, 2507, 2506
10:15am to 10:30 am	2505, 2504, 2503, 2502, 2501, 2407, 2406, 2405, 2406,

10:30 am to 10:45 am	2405, 2404, 2403, 2402, 2401, 2307, 2306, 2305, 2304,
10:45am to 11:00am	2303, 2302, 2301, 2207, 2206, 2205, 2204, 2203, 2202, 2201
11:00am to 11:15am	2107, 2106, 2105, 2104, 2103, 2102, 2101, 2007, 2006, 2005
11:15 am to 11:30 am	2004, 2003, 2002, 2001, 1907, 1906, 1905, 1904, 1903, 1902, 1901

11:30am to 11:45 am	1807, 1806, 1805, 1804, 1803, 1802, 1801, 1707,1706,
11:45 am to 12:00 pm	1705, 1704, 1703, 1702, 1701, 1607, 1606, 1605, 1604,1603
12:30pm to 12:45pm	1602, 1601,1507, 1506, 1505, 1504, 1503, 1502, 1501
12:45pm to 1:00pm	1407, 1406, 1405, 1404, 1403, 1402, 1401, 1307, 1306,1305

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1:00pm to 1:15pm	1304, 1303, 1302, 1301, 1207, 1206, 1205, 1204, 1203, 1202, 1201
1:15pm to 1:30pm	1107, 1106, 1105, 1104, 1103, 1102, 1101, 1007, 1006, 1005
1:30pm to 1:45pm	1004, 1003, 1002, 1001, 907, 906, 905, 904, 903, 902, 901
1:45pm to 2:00pm	807, 806, 805, 804, 803, 802, 801, 707, 706, 705,

2:00pm to 2:15pm	704, 703, 702, 701, 607, 606, 605, 604, 603, 602, 601
2:15pm to 2:45pm	507, 506, 505, 504, 503, 502, 501, 407, 406, 405
2:45pm to 3:00pm	404, 403, 402, 401, 313, 312, 311, 310, 309, 308, 306
3:00pm to 3:15pm	305,304, 303, 302, 301, 212, 211, 210, 209, 208, 207,
3:15pm to 3:30pm	206, 205, 204, 203, 202, 201, 108-956, 107-952, 106-950, 105-



	936, 104- 930, 103, 102, 101-926
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# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4155

### THE SAVOY

---

**HELD** On Monday, October 17, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

**PRESENT** Dan Streiff  
Ted Schenkeveld  
Rick Gannon  
Willy Uy  
Deepak Arora

**REGRETS** Michael Duchnych  
Juan Pablo Gonzalez

**GUESTS** Ed Vienneau, Building Manager  
Solmaz

**STRATA AGENT** Douglas Mak, Vancouver Condominium Services Ltd.

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

#### **MINUTES**

It was moved, seconded and carried to adopt the minutes of the September 19, 2011 council meeting, as circulated.

#### **FINANCIAL REPORT**

1. **Monthly Statement:** The strata agent will forward the September 2011 financial statement to the strata council in the next few days. The September 2011 financial statement will be reviewed at the next council meeting. Any owner wishing a copy of the strata corporation's financial statements should contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 8<sup>th</sup> month as at August 31, 2011 in the appropriate funds are as follows:

- Total Cash Balance                   \$ 353,911.82 (including CRF Balance)
- CRF Balance                           \$ 283,260.88 (Contingency Reserve Fund)

## COMMITTEE REPORTS

1. Parking: The building manager reported to the strata council that he has copied and distributed to all residents a copy of the new guest parking rules that were passed on August 22, 2011. Also, enlarged copies of the rules will be posted in the parkade entrance doors and the bulletin boards.

**ACTION: BUILDING MANAGER**

2. Security: It was noted that Cobra Integrated Systems is still working on the new elevator control system and it is expected that the installation will be completed within the week. The Building Manager has to transfer all the fobs to the new system and it will take a few days to complete. When all the fobs are transferred the new system will be activated.

**ACTION: COBRA/BUILDING MANAGER**

3. Fitness Area:

(a) Television: Following discussion, it was agreed by council to install a new wall mounted LCD TV in the gym room. Deepak Arora and the building manager will arrange for the purchase and the installation of this new TV.

**ACTION: COUNCIL/BUILDING MANAGER**

(b) Painting of Gym and Lounge: Council reviewed three quotes obtained for painting the gym and the lounge. It was decided by council to accept the quote from Modernline Painting & Wallpapering at the quoted price of \$1,200 plus HST.

**ACTION: MODERNLIN PAINTING**

4. Communication: There was nothing to report.

5. Building Maintenance:

- (a) Door Painting: The building committee has prepared a list of suite doors that require repair/re-painting. The agent will obtain a quote from Prostar Painting for repairing/re-painting these doors for council's consideration.

**ACTION: AGENT**

- (b) Carpet Replacement: Council is planning on replacing the carpets on the 2<sup>nd</sup>, 3<sup>rd</sup>, 24<sup>th</sup>, 25<sup>th</sup> floors and the office in 2012. The agent will put this into the budget for 2012.

**ACTION: AGENT**

6. Rules and Bylaws: Council reviewed a revised version of the Welcome Package for new owners. One amendment was made. The agent will revise the Welcome Package and also upload a copy to the strata website.

**ACTION: AGENT**

BUSINESS ARISING

1. Additional Lights on Sidewalk: Council approved a quote from BMR Lighting to supply and install eight bollard lights along the sidewalk. The total cost is \$12,480 plus HST. It is expected that the new bollard lights will be installed by early December.

**ACTION: BMR LIGHTING**

2. Glass Replacement: Council reviewed a request submitted by an owner for replacing defective windows in his unit. Following discussion, it was agreed by council to replace those that are in the worse condition. Also, due to the aging of the building, more windows may need to be replaced in the future. In order to keep track of the expense of glass replacement, it was agreed by council to put a new budget item of "Glass Replacement" in the budget for the next fiscal year.

**ACTION: AGENT**

3. Exterior Caulking: This item will be put on the agenda for the Annual General Meeting for owners' discussion.

**ACTION: AGENT**

4. B.C. Hydro Meters: The agent is still waiting for B.C. Hydro to provide a schedule to verify the meters in the building.

**ACTION: B.C. HYDRO**

5. Annual Fire Inspection: Bartec Fire & Safety Systems was on site from October 4<sup>th</sup> to October 6<sup>th</sup> for the annual fire inspection. They will submit their report to the agent shortly.

It was noted that some units did not provide access for the in-suite fire device testing. Council decided not to do a second inspection to the missed units, but for next year, council will introduce a bylaw to impose a fine to those units that fail to provide access for the in-suite device testing.

Council also directed the agent to send letters to those units that have missed the in-suite testing, advising them that since they have failed to provide access for testing, they may be held liable for all damages resulting from a defective fire device in their suite.

**ACTION: AGENT**

6. Window Cleaning: Red Lion Building Maintenance has completed the cleaning of exterior inaccessible windows in the building in October. Council was satisfied with the work done and agreed that the invoice in the amount of \$4,435.20 be paid.

**ACTION: NONE**

7. Cracks in Car Wash Area: It was noted that the building manager has repaired a crack in the car wash area on P3. He will monitor to see if further repair is required.

**ACTION: BUILDING MANAGER**

#### GUEST PRESENTATION

Solmaz attended the meeting to raise a complaint about noise disturbance. Following discussion, it was agreed to have the building manager investigate the issue to try to find out the source of the noise.

**ACTION: BUILDING MANAGER**

*Solmaz was thanked for attending the meeting and departed at 8:40 p.m.*

#### CORRESPONDENCE

Owners are invited to write council via the management company regarding any strata matters.

1. A letter was received from the residents of a unit regarding a bylaw fine. This resident said

the bylaw infraction was not intentional and she has already stopped washing her balcony after receiving the warning letter. She requested to reverse the bylaw fine. This request was accepted by council.

ACTION: NONE

#### NEW BUSINESS

1. Additional Insurance Benefits: A memo was received from Vancouver Condominium Services Ltd. regarding a new insurance benefit introduced by BFL Canada called "Legal Expenses Insurance". The pro rata premium to the expiry of the current policy on May 31, 2012 is \$306.00. Following discussion, it was agreed by council to obtain this additional benefit.

**ACTION: AGENT**

2. Annual General Meeting: It was decided by council to hold the next Annual General Meeting on Thursday, February 23, 2012 at the Rosedale on Robson Suite Hotel. The agent will make the reservation.

**ACTION: AGENT**

There being no further business, the meeting was adjourned at 9:20 p.m. The next meeting will be held on Thursday, December 1, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

Douglas Mak  
Vancouver Condominium Services Ltd.  
#400 – 1281 West Georgia Street  
Vancouver, B.C.  
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Toll free: 1-877-684-6291  
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DM/sd

# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4155

### THE SAVOY

---

**HELD** On Thursday, December 1, 2011 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

**PRESENT** Michael Duchnych  
Dan Streiff  
Rick Gannon  
Willy Uy  
Deepak Arora  
Juan Pablo Gonzalez

**ABSENT** Ted Schenkeveld

**GUEST** Ed Vienneau, Building Manager

**STRATA AGENT** Douglas Mak, Vancouver Condominium Services Ltd.

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

#### MINUTES

It was moved, seconded and carried to adopt the minutes of the October 17, 2011 council meeting, as circulated.

#### FINANCIAL REPORT

1. **Monthly Statement:** Following discussion, it was moved, seconded and carried to adopt the September and October, 2011 financial statements, as presented. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.
2. **Account Balances:** The current balances for the 10<sup>th</sup> month as at October 31, 2011 in the appropriate funds are as follows:
  - Total Cash Balance \$357,641.49 (including CRF Balance)
  - CRF Balance \$288,015.77 (Contingency Reserve Fund)

3. Proposed Budget: Council reviewed a draft budget prepared by the agent. Several amendments were made. The agent will revise the draft budget for council's further review at the next council meeting.

ACTION: AGENT

4. Annual Audit: The agent advised council that the audit firm that prepared the audit report for 2010, Berris Mangan Chartered Accounts, was acquired by KPMG Chartered Accountants and the auditor who prepared the audit for LMS-4155, Stan Dong, formed his own practise which specializes in strata audits and the new firm name is Dong Russell & Company Inc. This company has submitted their quote to perform an audit of the financial statements of LMS-4155 for the current fiscal year and the quoted price is \$3,815 plus HST, which includes the filing of the T2 and T1044 returns. This quote was accepted by council. The agent will arrange with this company to perform the audit in January and have the draft report ready for council's review by the end of January.

ACTION: DONG RUSSELL & COMPANY LTD.

## **COMMITTEE REPORTS**

1. Parking: There was nothing to report.

2. Security:

- (a) Key Scan System Upgrade: The building manager reported to council that Cobra Integrated System is still working on the interface with the enterphone system and the elevator control panel. In the meantime, residents still have to come down to the ground floor lobby to bring their visitors to their floors. Thank you for your patience.

ACTION: COBRA INTEGRATED SYSTEM

3. Fitness Area:

- (a) Television: A new television will be installed in the gym room shortly.

ACTION: BUILDING MANAGER

4. Communication:

- (a) Enterphone Panel: An updated notice will be posted to advise the residents on the status of the enterphone panel and the elevator control system.

ACTION: AGENT



5. Building Maintenance:

- (a) Door Repainting: Council reviewed a quote submitted by Prostar Painting & Restoration for repair and repainting some of the suite doors in the building. It was decided by council to have the building manager repair and repaint those doors and those doors with major scratches that require extensive repair will be done by Prostar Painting & Restoration.

ACTION: BUILDING MANAGER

- (b) Sprinkler Guards: On-going.

ACTION: BUILDING MANAGER

6. Rules and bylaws: It was decided by council to propose to the owners at the next Annual General Meeting to adopt two new bylaws:

- (a) In Suite Fire Testing: An owner who fails to provide access for the testing of the in suite fire devices during the annual fire testing will be fined \$200.

- (b) Move In Fee: The move in fee will be increased from \$100 to \$200.

The agent will prepare the wording of the two proposed new bylaws for council's review at the next council meeting.

ACTION: AGENT

**BUSINESS ARISING**

1. Additional Lights on Sidewalk: The installation of 8 bollard light fixtures along the sidewalk in front of the townhouses were completed by BMR Lighting Electric Ltd. Council was satisfied with the work done and agreed that the invoice in the amount of \$13,977.60 be paid.

ACTION: NONE

2. Exterior Caulking: Council is still considering whether it is worthwhile to do an inspection on the building envelope to determine the condition of the exterior cladding before actually replacing all the sealants on the exterior cladding. The agent will invite a contractor to the next council meeting to present their proposal for sealant replacement and council will then make a decision as to what option will be presented to the owners for voting at the next AGM.

ACTION: AGENT

3. BC Hydro/Meters: The agent reported to council that BC Hydro has accessed some units to verify the hydro meters in November. It was confirmed that all the hydro meters in the building are correct and properly tagged.

ACTION: NONE

4. Annual Fire Inspection: Council reviewed a report from Bartec Fire & Safety for the annual fire testing that was done in October. Council also reviewed several quotes from Bartec Fire & Safety for fire deficiency repairs. Some of the items on the quotes were deleted as those can be done by the building manager. Council approved some items on the quotes and the strata agent will contact Bartec to proceed with these repairs.

ACTION: BARTEC FIRE & SAFETY

### **CORRESPONDENCE**

Owners are invited to write council via the management company regarding any strata matters.

1. A letter was received from an owner regarding bonuses and salary raises to building staff. Council directed the agent to respond accordingly.

ACTION: AGENT

### **NEW BUSINESS**

1. Annual General Meeting: The agent advised council that he has already confirmed with Rosedale on Robson Suite Hotel for the venue of the Annual General Meeting which will be held on Thursday, February 23, 2012. The agent will prepare a draft AGM notice and agenda for council's review and the next council meeting.

ACTION: AGENT

2. New Janitor: Please be advised that Maria Hernandez has joined The Savoy staff as night shift janitor. Please continue to give her all the courtesy and consideration you have been giving to all the staff at The Savoy.

ACTION: NONE

3. Boiler for Hallway Heating: As reported by Ashton Mechanical during their preventative maintenance, the boiler for the hallway heating system is not working properly and will have to be replaced in the near future. Council directed the agent to put this item of replacement in the budget of 2012.

ACTION: AGENT

There being no further business, the meeting was adjourned at 9:30 p.m. The next meeting will be held on Tuesday, January 24, 2012 at 7:00 p.m. in the Meeting Room of The Savoy 928 Richard Street, Vancouver, B.C.

Douglas Mak  
Vancouver Condominium Services Ltd.  
#400 - 1281 West Georgia Street  
Vancouver, B.C.  
V6E 3J7

Telephone: (604) 684-6291 (24 Hour Emergency Services)  
Toll Free: 1-877-684-6291 / Fax: 604-684-1539

DM/ab



## HAPPY HOLIDAYS

*Please note that our office will be closed for an office function on Friday, December 16<sup>th</sup> at 11:30 a.m. The office will also be closed Friday, December 23<sup>rd</sup>, Monday, December 26<sup>th</sup>, and Monday, January 2<sup>nd</sup>. Emergency service is available if necessary: please call the usual telephone number, 604-684-6291, for assistance. We take this opportunity to wish everyone a very Happy Holiday Season.*

# MINUTES OF COUNCIL MEETING

## STRATA PLAN LMS-4155 THE SAVOY

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**HELD** On Tuesday, January 24, 2012 at 7:00 p.m. in the Meeting Room of The Savoy, 928 Richards Street, Vancouver, B.C.

**PRESENT** Rick Gannon  
Deepak Arora  
Ted Schenkeveld  
Juan Pablo Gonzalez

**REGRETS** Michael Duchnych  
Dan Streiff

**GUEST** Ed Vienneau, Building Manager  
Carlos Sepulveda, XTR Building Services  
George Tolea, XTR Building Services

**STRATA AGENT** Douglas Mak, Vancouver Condominium Services Ltd.

The meeting was called to order at 7:05 p.m.

### STRATA COUNCIL

Due to personal reasons, Willy Uy tendered his resignation from council with immediate effect. Council thanked Willy for his dedication and contributions to council and the building over the last few years.

### MINUTES

It was moved, seconded and carried to adopt the minutes of December 1, 2011 council meeting, as circulated.

### FINANCIAL REPORT

1. Monthly Statements: Following discussion, it was moved, seconded and carried to adopt the November and December, 2011 financial statements, as presented. Any owner wishing a copy of the strata corporation's financial statements may contact Vancouver Condominium Services Ltd. during regular business hours, 9:00 a.m. to 4:30 p.m., Monday to Friday.

2. Account Balances: The current balances for the 12<sup>th</sup> month as at December 31, 2011 in the appropriate funds are as follows:

- Total Cash Balance \$368,355.72 (including CRF Balance)
- CRF Balance \$292,458.04 (Contingency Reserve Fund)

3. Proposed Budget: Council reviewed a revised proposed budget for 2012. No amendments were made. This proposed budget will be presented to the owners at the Annual General Meeting for approval.

ACTION: AGENT

4. Draft Annual Audit: The agent advised council that Dong Russell Co. Inc. is in the process of auditing the financial statements of the last fiscal year and the draft report will be ready for council's review before the end of January.

ACTION: DONG RUSSELL

### COMMITTEE REPORTS

1. Parking: There is nothing to report.

2. Security:

(a) Key Scan System Upgrade: The installation of the new Keyscan system for the elevator was completed and council agreed that the invoice in the amount of \$10,027.09 be paid.

ACTION: NONE

(b) New Enterphone Panel: Since the two old enterphone panels are not compatible with the new Keyscan elevator system, council has decided to replace the 2 enterphone panels and the total cost is \$8,200.01. The installation was completed recently. Since this was considered an emergency, it was agreed by council to charge the cost of this enterphone replacement to the Contingency Reserve Fund, pursuant to section 98 (3) of the *Strata Property Act*.

ACTION: AGENT

3. Fitness Area:

(a) Television: The installation of a new television in the gym room was completed.

ACTION: NONE

4. Communication: Deepak Arora presented to council a proposal from IHN Media for the installation of TV monitors in the 2 elevators for commercials and strata's announcements. Following discussion, council decided not to consider this proposal but thanked Mr. Arora for obtaining this information for council's consideration.

ACTION: NONE

5. Building Maintenance:

- (a) Door Repair/Repainting: The building manager will repair and repaint some suite doors in the building with scratches before the Annual General Meeting.

ACTION: BUILDING MANAGER

6. Bylaws & Rules: Two proposed bylaws (in-suite fire device testing and move-in fee) will be presented to the owners at the Annual General Meeting for discussion.

ACTION: AGENT

GUEST PRESENTATION

Carlos Sepulveda and George Tolea of XTR Building Services were invited to attend this council meeting to present a proposal for exterior building maintenance sealant renewal for The Savoy. They mentioned that they have done visual inspection to the 4 elevation of the building in January 2012 and noticed significant sealant failure and missing in a lot of areas such as brick to brick joint, balcony saddle connections, window frame to brick, fireplace vents, etc. This life of sealant is about 10 years. Since The Savoy is over 12 years old, all sealants are due for replacement. They recommended to replace all the exterior sealants to prevent water ingress into the building envelope. The quoted price is \$156,760 plus HST. If their quote is accepted before March 1<sup>st</sup>, 2012, their price will be reduced by \$10,000.

*Carlos and George were thanked for attending the meeting and departed at 8:00 p.m.*

Following the departure of Carlos and George, council continued with discussions on this topic. Council agreed that in order to prevent water ingress that leads to deterioration of the building envelope, it is necessary to replace all the exterior sealing of the building, as recommended by XTR Building services. As such, it was decided by council to propose to the owners at the upcoming Annual General Meeting a  $\frac{3}{4}$  vote resolution for a special levy of \$170,000 to perform this exterior building envelope maintenance sealant renewal in 2012. Owners are allowed to pay this special levy by 4 instalments starting April 1<sup>st</sup> and ending July 1<sup>st</sup>. Council also directed the agent to obtain a few more quotes for this work to make sure that the price quoted by XTR Building Services are competitive and reasonable.

ACTION: AGENT

BUSINESS ARISING

1. Rooftop Boiler Replacement: It was noted that the rooftop boiler for the hallway ventilation system is leaking and needs to be replaced. Several quotes were obtained and the estimated cost for this replacement, including HST, is about \$35,000. Council decided to put on the agenda of the upcoming Annual General Meeting a  $\frac{3}{4}$  vote resolution for a special levy of \$35,000 for replacing this rooftop boiler. Owners are also allowed to pay this special levy by 4 equal instalments starting April 1<sup>st</sup> and ending July 1<sup>st</sup>.

ACTION: AGENT

2. In-Suite Fire Device Testing: The agent advised council that about 20 owners have requested to retest the in-suite fire devices of their suites which were missed during the annual fire testing. The agent will schedule with Bartec Fire & Safety accordingly. The cost of this retesting will be shared by all these units.

ACTION: BARTEC

3. Annual General Meeting: Council reviewed a draft notice and agenda for the upcoming Annual General Meeting. Several amendments were made. The agent will revise the notice and agenda accordingly. The Annual General Meeting will be held on Thursday, February 23<sup>rd</sup>, 2012 at 7:00 in the Chevalier Room of Rosedale on Robson Suite Hotel. The notice of meeting will be issued to the owners on February 2<sup>nd</sup>, 2012.

ACTION: AGENT

## **CORRESPONDENCE**

Owners are invited to write council via the management company regarding any strata matters.

1. A letter was received from an owner regarding a noise complaint. Council directed the agent to get a flooring specialist to check the hard surface flooring of a unit to find out if there is any proper underlayment installed under the wood flooring.

ACTION: AGENT

## **NEW BUSINESS**

1. Insurance Appraisal Update: According to an update on the insurance appraisal recently received from Suncorp Valuations, cost of Reproduction New of the building, as of November 23, 2011, was \$47,425,200. The agent has already informed the insurance company to increase the coverage accordingly.

ACTION: NONE

2. Annual CO Sensors Inspection: Council approved a quote submitted by Global Gas Detection Inc. to perform an annual testing and recalibration of the carbon monoxide sensors in the parkade of the building. The quoted price is \$590 plus HST.

ACTION: GLOBAL GAS DETECTION

3. Mechanical Maintenance: Council approved 2 quotes submitted by Ashton Service Group to repair a booster pump and to replace a heat exchanger for the pool. The quoted prices are \$673 plus HST and \$3,110.09 plus HST respectively.

ACTION: ASHTON SERVICE GROUP

4. Tree Fertilization: Council approved a quote from Davey Trees for the fertilization of trees and shrubs in the complex. The quoted price is \$466 plus HST.

ACTION: DAVEY TREES

5. Hytec Water System: A letter was received from the City stating that the Hytec water system in the building was completed without a plumbing permit which is in contravention of the City bylaw. The City requested that backflow preventers be installed for the system or the system has to be removed. Council directed the agent to contact Hytec Water Management advising them that they have to install backflow preventers as required by the City and obtain a permit for this system at no extra cost to the building. Otherwise, they have to remove the system from the building.

ACTION: HYTEC WATER MANAGEMENT

There being no further business, the meeting was adjourned at 9:00 p.m. The next meeting will be the Annual General Meeting which will be held on Thursday, February 23<sup>rd</sup>, 2012 at 7:00 p.m. in Rosedale on Robson Suite Hotel.

Douglas Mak  
Vancouver Condominium Services Ltd.  
#400 - 1281 West Georgia Street  
Vancouver, B.C.  
V6E 3J7

Telephone: (604) 684-6291 (24 Hour Emergency Services)  
Toll Free: 1-877-684-6291 / Fax: 604-684-1539

DM/am



# PLEASE BRING THIS NOTICE TO THE MEETING

February 2, 2012

NOTICE TO: The Owners, Strata Plan LMS-4155

FROM: Vancouver Condominium Services Ltd.  
400 - 1281 W. Georgia St.  
Vancouver, B.C. V6E 3J7  
Telephone: 604-684-6291  
Accounting: 604-684-5329

Strata Agent:

Douglas Mak

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TAKE NOTICE that the Annual General Meeting of Strata Plan LMS-4155 will be held:

**Date & Time: - Thursday, February 23, 2012 at 7:00 p.m.**

**Registration: - 6:30 p.m.**

**Location: - Rosedale on Robson Suite Hotel  
Chevalier Room  
838 Hamilton Street,  
Vancouver, B.C.**

**In order to vote an owner should be paid up in all arrears of strata fees and current special levies owing to the strata corporation.** Cheques will not be accepted at the meeting unless certified.

If you are uncertain of your account status please call 604-684-5329 between 9:00 a.m. and 4:00 p.m. Owners may be represented by proxies - a blank proxy is provided for your convenience. A spouse who is not registered on title **MUST** have a proxy authorization to vote.

**SEE AGENDA ON REVERSE SIDE**

## AGENDA

6:30 p.m. Registration

7:00 p.m. Call to Order

Quorum Report

Election of Chair

Proof of Notice of Meeting

Approve the Agenda

Approve Minutes from last Annual General Meeting (*February 22, 2011*)

Unfinished Business

President's Report

Insurance Report (see attached)

Budget (see attached)

$\frac{3}{4}$  Vote Resolution #1 – Exterior Preventative Maintenance Sealant Renewal  
(see attached)

$\frac{3}{4}$  Vote Resolution #2 – Boiler of Rooftop Make-Up Air Unit (see attached)

$\frac{3}{4}$  Vote Resolution #3 – Bylaw Amendment – In-suite Fire Device Testing  
(see attached)

$\frac{3}{4}$  Vote Resolution #4 – Bylaw Amendment – Move-in Fee (see attached)

New Business

Election of Strata Council

Terminate the Meeting



**BFL CANADA Insurance Services Inc.**  
 1177 West Hastings Street, Suite 200  
 Vancouver, British Columbia V6E 2K3  
 Tel.: (604) 669-9600  
 Fax: (604) 683-9316  
 Toll Free: 1-866-669-9602

**CERTIFICATE OF INSURANCE**

Previous Policy No. **NEW**

New Policy No. **BFL04LMS4155**

**NAMED INSURED** The Owners, Strata Plan LMS4155, acting on their own behalf or as a Strata Corporation  
**MAILING ADDRESS** Vancouver Condominium Services Ltd. (As Property Manager)  
 400 - 1281 West Georgia Street, Vancouver, BC V6E 3J7  
**POLICY PERIOD** From: May 31, 2011 To: May 31, 2012  
**INSURED LOCATION** 12:01 a.m. standard time at the location of the premises as to each of the said dates  
 928 Richards Street, Vancouver, BC V6B 6P6  
**CONSTRUCTION** THE SAVOY  
 Fire Resistive 30 Storeys 1 Building  
**OCCUPIED BY INSURED AS** 214 Residential Units 0 Commercial Unit

Insurance is provided, subject to the Declarations, Terms, Conditions of the policy and its Riders, only for which specific Riders are attached and for which a specific limit or annotation is shown hereunder.

**INSURING AGREEMENT**

	DEDUCTIBLE	LIMIT
<b>SECTION I - PROPERTY (Revision date Aug 24, 2006 /RB)</b>		
A. All Property - All Risks, Blanket By-Laws, Stated Amount Co-Insurance, Replacement Cost, 110% Margin Clause.		\$ 45,847,000
All Risks		
Sewer Backup Damage	\$ 2,500	
Water Damage	\$ 10,000	
Earthquake Damage	\$ 10,000	
Flood Damage	\$ 10	
Lock & Key	\$ 10,000	
B. Business Interruption (Gross Rents), 100% Co-Insurance, Indemnity Period (Months): N/A	\$ 250	\$ 10,000 Not Covered
<b>SECTION II - CRIME (Form Number 2110-01/2004)</b>		
I. Comprehensive Dishonesty, Disappearance and Destruction - Form A		\$ 25,000
ii. Loss Inside the Premises	Nil	\$ 10,000
iii. Loss Outside the Premises	Nil	\$ 10,000
iv. Monthly Fees	Nil	\$ 10,000
v. Depositors Forgery	Nil	\$ 10,000
<b>SECTION III - COMMERCIAL GENERAL LIABILITY (Form Number 2294-03/2010)</b>		
A. Bodily Injury & Property Damage Liability - Per Occurrence	\$ 500	\$ 10,000,000
Products and Completed Operations	\$ 500	\$ 10,000,000
B. Personal and Advertising Injury Liability - Per Occurrence (Form Number 2333)		\$ 10,000,000
C. Medical Payments - Each Person		\$ 25,000
D. Tenants Legal Liability	\$ 500	\$ 100,000
Non-Owned Automobile Endorsement (SEF #6 - Per Occurrence (Form Number 6063)	\$ 500	\$ 10,000,000
Legal Liability For Damage To Hired Automobiles Endorsement (SEF #94 - Per Occurrence (Form Number 5644)	\$ 500	\$ 50,000
Contractual Liability Endorsement (SEF #96 - Per Occurrence (Form Number 5644)		\$ 10,000,000
Excluding Long Term Lease Vehicle Endorsement (SEF #99 - Per Occurrence (Form Number 6664)		\$ 10,000,000
Limited Pollution Liability Coverage Endorsement (Form Number 2214)	\$ 500	\$ 1,000,000
Employee Benefit Liability (Form Number 2311)		\$ 1,000,000
<b>SECTION IV - CONDOMINIUM DIRECTORS/OFFICERS LIABILITY</b>		
Claims Made Form (Including Property Manager)	Nil	\$ 5,000,000
<b>SECTION V - BLANKET GLASS - Includes Lobby Glass (Form Number 4185-05/1992)</b>		
Residential	\$ 100	Blanket
Commercial	\$ 250	

This Policy contains a clause(s) which may limit the amount payable.

**SUBSCRIPTION**

This Certificate is not valid unless countersigned by an Authorized Representative of the Insurer(s).

BFL CANADA Insurance Services Inc.

E. & O.E.  
 Date: May 31, 2011

*Ursula...*  
 AUTHORIZED REPRESENTATIVE



**BFL CANADA Insurance Services Inc.**  
 1177 West Hastings Street, Suite 200  
 Vancouver, British Columbia V6E 2K3  
 Tel: (604) 669-9600  
 Fax: (604) 683-9316  
 Toll Free: 1-866-669-9602

INSURING AGREEMENT		DEDUCTIBLE	LIMIT
<b>SECTION VI - EQUIPMENT BREAKDOWN</b>			
Per Occurrence Maximum Limit of Loss		\$ 1,000	\$ 45,847,000
Time Element Limit: Loss of Profits - Rents, Indemnity Period (Months): N/A		N/A	Not Covered
Extra Expenses - Rents, Indemnity Period (Months): N/A			\$ 250,000
A. Objects Insured - objects as described and defined under Form 6307. Excluding Production Machines			
B. Direct Damage including Repair or Replacement, 110% Margin Percentage.		\$ 1,000	
Extensions of Coverage:			
- Ammonia Contamination			\$ 100,000
- By-Laws			\$ 500,000
- Civil Authority			30 Days
- Contingent Business Income Loss			\$ 100,000
- Debris Removal			\$ 100,000
- Decontamination Expense (Subject to Aggregate)			\$ 100,000
- Expediting Expenses			\$ 250,000
- Newly Acquired Equipment			\$ 1,000,000
- Proof of Loss/Claims Preparation Costs			\$ 100,000
- Service Interruption			\$ 50,000
- Water Damage		\$ 1,000	\$ 100,000
- Spoilage			\$ 25,000
<b>SECTION VII - POLLUTION LIABILITY (Min &amp; Ret) - Claims Made (Form ZC 5558 U (01/09))</b>			
Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense		\$ 25,000	\$ 1,000,000
Aggregate			\$ 3,000,000
<b>SECTION VIII - VOLUNTEER ACCIDENT</b>			
Principal Sum		See Policy Wording	\$ 100,000
<b>LOSS IF ANY PAYABLE TO:</b>		To all Registered Unit Owners &/or other Mortgagees as their interest may appear and as shown in the Land Registration District Office applicable to the said Property. (The Standard Mortgage Clause is applicable unless Special Mortgage Clause attached)	
<b>TOTAL PREMIUM</b>			\$ 59,106.00

LIST OF INSURERS			
Insurance Company	Section	Participation %	Master Wording No.
AKVA Assurances Inc.	VOLUNTEER ACCIDENT	100%	0227573
Economical Mutual Insurance Company	PROPERTY CRIME COMMERCIAL GENERAL LIABILITY BLANKET GLASS - Includes Lobby Glass	25% 100% 100% 100%	B14SPW001
Great American Insurance Group	CONDOMINIUM DIRECTORS & OFFICERS LIABILITY	100%	D14100
Royal Sun Alliance Insurance Company of Canada	PROPERTY	10%	B14SPW001
Zurich Insurance Company Ltd	PROPERTY EQUIPMENT BREAKDOWN POLLUTION LIABILITY	62% 100% 100%	B14SPW001 B14SPW001 (Policy)

CATEGORY CODE	NAME	2011 BUDGET	2011 DRAFT AUDIT	2012 PROPOSED
<b>REVENUE</b>				
6710	STRATA FEES	\$ 718,429	\$ 718,429	\$ 718,429
6720	PARKING	-	-	-
6730	LATE PAYMENT FINE	3,000	6,225	3,000
6750	STRATA SUITE RENTAL	7,200	7,200	7,200
6755	COMMON ROOM / LOUNGE	500	100	300
6760	INTEREST	1,000	1,476	1,500
6770	MOVE IN / OUT FEES	3,000	2,700	3,000
6775	GUEST SUITE	8,000	5,650	7,000
6780	MISCELLANEOUS	1,500	1,525	1,500
6790	SURPLUS FORWARD	-	-	27,953
6795	NOVUS	1,400	1,207	1,400
	TOTAL REVENUE	\$ 744,029	\$ 744,512	\$ 771,282
<b>EXPENSES</b>				
7050	MANAGEMENT FEE	\$ 60,682	\$ 60,682	\$ 60,682
7100	INSURANCE*	40,000 *	55,692 *	60,000 *
7110	INS. APPRAISAL (Due 2014)	1,000	952	-
7150	WAGES	141,000	133,516	142,000
7155	STRATA'S C/T SUITE RENTAL	17,000	16,950	17,300
7250	AUDIT & CONSULTANTS	4,800	3,660	4,300
7300	PROFESSIONAL FEES - LEGAL	1,200	-	1,000
7370	BANK CHARGES	1,000	765	-
7380	POSTAGE / PHOTOCOPIES	5,500	3,264	4,000
7400	MISCELLANEOUS	1,000	700	1,000
8010	GAS	126,000	119,786	120,000
8020	ELECTRICITY - HOUSE	48,000	50,734	50,000
8030	WATER* / SEWER*	36,000 *	45,299 *	45,000 *
8040	GARBAGE	24,000	21,729	24,000
8060	ELEVATOR	15,000	14,598	16,000
8080	LANDSCAPING	10,000	5,518	6,000
8130	FIRE SAFETY SYSTEMS	11,000	9,835	12,000
8160	PEST CONTROL	1,300	1,561	1,500
8170	TELEPHONE / PAGER	6,300	4,825	5,000
8240	REPAIRS & MAINTENANCE	100,000	88,775	100,000
8255	MECHANICAL MAINTENANCE	20,000	12,614	20,000
8260	MISCELLANEOUS SUPPLIES	4,500	5,181	4,500
8270	LOCKS & KEYS	4,000	968	1,500
8330	HYTEC WATER MANAGEMENT	12,000	7,769	10,000
8450	WINDOW CLEANING	9,000	7,983	8,000
8480	GARAGE DOOR	2,200	3,970	2,500
8490	CARPET REPLACEMENT	-	-	15,000
9010	RECREATION FACILITIES	15,000	17,729	10,000
	TOTAL OPERATING EXPENSES	\$ 717,482	\$ 695,055	\$ 741,282
9999	CONTINGENCY	\$ 26,547	\$ 26,547	\$ 30,000
	TOTAL EXPENSES	\$ 744,029	\$ 721,602	\$ 771,282
	SURPLUS/(DEFICIT)	\$ -	\$ 22,910	\$ -

HST is included in all categories except as denoted \* which is exempt.

Any owner who would like further information or specific details is invited to call the management company prior to the Annual General Meeting.

**STRATA PLAN LMS-4155**  
**Strata Fees Schedule**

31-Jan-12  
 YEAR END: DECEMBER 31

PASSED ON:

UNIT	S.L.	U/E	OPER. FUND CONTRIBUTION	CRF FUND CONTRIBUTION	TOTAL STRATA FEES DUE
101	8	748	\$306.89	\$13.37	\$320.26
102	7	884	\$362.69	\$15.80	\$378.49
103	6	893	\$366.37	\$15.97	\$382.34
104	5	735	\$301.55	\$13.14	\$314.69
105	4	739	\$303.20	\$13.21	\$316.41
106	3	742	\$304.42	\$13.27	\$317.69
107	2	742	\$304.42	\$13.27	\$317.69
108	1	743	\$304.84	\$13.28	\$318.12
201	20	750	\$307.71	\$13.41	\$321.12
202	19	606	\$248.63	\$10.83	\$259.46
203	18	587	\$240.84	\$10.49	\$251.33
204	17	491	\$201.44	\$8.78	\$210.22
205	16	820	\$336.43	\$14.66	\$351.09
206	15	560	\$229.76	\$10.01	\$239.77
207	14	921	\$377.86	\$16.47	\$394.33
208	13	821	\$336.83	\$14.68	\$351.51
209	12	823	\$337.66	\$14.71	\$352.37
210	11	821	\$336.83	\$14.68	\$351.51
211	10	819	\$336.02	\$14.64	\$350.66
212	9	828	\$339.71	\$14.80	\$354.51
301	33	941	\$386.07	\$16.82	\$402.89
302	32	608	\$249.45	\$10.87	\$260.32
303	31	584	\$239.60	\$10.44	\$250.04
304	30	491	\$201.44	\$8.78	\$210.22
305	29	862	\$353.66	\$15.41	\$369.07
306	28	548	\$224.83	\$9.80	\$234.63
307	27	482	\$197.75	\$8.62	\$206.37
308	26	554	\$227.30	\$9.90	\$237.20
309	25	608	\$249.45	\$10.87	\$260.32
310	24	607	\$249.04	\$10.85	\$259.89
311	23	623	\$255.60	\$11.14	\$266.74
312	22	624	\$256.01	\$11.16	\$267.17
313	21	745	\$305.65	\$13.32	\$318.97
401	35	582	\$238.78	\$10.41	\$249.19
402	36	490	\$201.04	\$8.76	\$209.80
403	37	586	\$240.42	\$10.48	\$250.90
404	38	607	\$249.04	\$10.85	\$259.89
405	39	750	\$307.71	\$13.41	\$321.12
406	40	748	\$306.89	\$13.37	\$320.26
407	34	610	\$250.26	\$10.91	\$261.17
501	42	586	\$240.42	\$10.48	\$250.90
502	43	490	\$201.04	\$8.76	\$209.80
503	44	586	\$240.42	\$10.48	\$250.90
504	45	607	\$249.04	\$10.85	\$259.89

**STRATA PLAN LMS-4155**  
**Strata Fees Schedule**

31-Jan-12  
 YEAR END: DECEMBER 31

PASSED ON:

UNIT	S.L.	U/E	OPER. FUND CONTRIBUTION	CRF FUND CONTRIBUTION	TOTAL STRATA FEES DUE
505	46	750	\$307.71	\$13.41	\$321.12
506	47	749	\$307.30	\$13.39	\$320.69
507	41	608	\$249.45	\$10.87	\$260.32
601	49	586	\$240.42	\$10.48	\$250.90
602	50	490	\$201.04	\$8.76	\$209.80
603	51	586	\$240.42	\$10.48	\$250.90
604	52	607	\$249.04	\$10.85	\$259.89
605	53	751	\$308.11	\$13.43	\$321.54
606	54	749	\$307.30	\$13.39	\$320.69
607	48	608	\$249.45	\$10.87	\$260.32
701	56	586	\$240.42	\$10.48	\$250.90
702	57	490	\$201.04	\$8.76	\$209.80
703	58	586	\$240.42	\$10.48	\$250.90
704	59	607	\$249.04	\$10.85	\$259.89
705	60	751	\$308.11	\$13.43	\$321.54
706	61	749	\$307.30	\$13.39	\$320.69
707	55	609	\$249.86	\$10.89	\$260.75
801	63	586	\$240.42	\$10.48	\$250.90
802	64	490	\$201.04	\$8.76	\$209.80
803	65	586	\$240.42	\$10.48	\$250.90
804	66	607	\$249.04	\$10.85	\$259.89
805	67	751	\$308.11	\$13.43	\$321.54
806	68	748	\$306.89	\$13.37	\$320.26
807	62	609	\$249.86	\$10.89	\$260.75
901	70	586	\$240.42	\$10.48	\$250.90
902	71	490	\$201.04	\$8.76	\$209.80
903	72	586	\$240.42	\$10.48	\$250.90
904	73	608	\$249.45	\$10.87	\$260.32
905	74	751	\$308.11	\$13.43	\$321.54
906	75	749	\$307.30	\$13.39	\$320.69
907	69	609	\$249.86	\$10.89	\$260.75
1001	77	586	\$240.42	\$10.48	\$250.90
1002	78	490	\$201.04	\$8.76	\$209.80
1003	79	586	\$240.42	\$10.48	\$250.90
1004	80	608	\$249.45	\$10.87	\$260.32
1005	81	750	\$307.71	\$13.41	\$321.12
1006	82	749	\$307.30	\$13.39	\$320.69
1007	76	609	\$249.86	\$10.89	\$260.75
1101	84	586	\$240.42	\$10.48	\$250.90
1102	85	490	\$201.04	\$8.76	\$209.80
1103	86	586	\$240.42	\$10.48	\$250.90
1104	87	608	\$249.45	\$10.87	\$260.32
1105	88	750	\$307.71	\$13.41	\$321.12
1106	89	750	\$307.71	\$13.41	\$321.12

**STRATA PLAN LMS-4155**  
Strata Fees Schedule

31-Jan-12  
 YEAR END: DECEMBER 31

PASSED ON:

UNIT	S.L.	U/E	OPER. FUND CONTRIBUTION	CRF FUND CONTRIBUTION	TOTAL STRATA FEES DUE
1107	83	609	\$249.86	\$10.89	\$260.75
1201	91	586	\$240.42	\$10.48	\$250.90
1202	92	490	\$201.04	\$8.76	\$209.80
1203	93	583	\$239.19	\$10.42	\$249.61
1204	94	609	\$249.86	\$10.89	\$260.75
1205	95	751	\$308.11	\$13.43	\$321.54
1206	96	749	\$307.30	\$13.39	\$320.69
1207	90	609	\$249.86	\$10.89	\$260.75
1301	98	586	\$240.42	\$10.48	\$250.90
1302	99	490	\$201.04	\$8.76	\$209.80
1303	100	584	\$239.60	\$10.44	\$250.04
1304	101	609	\$249.86	\$10.89	\$260.75
1305	102	751	\$308.11	\$13.43	\$321.54
1306	103	749	\$307.30	\$13.39	\$320.69
1307	97	609	\$249.86	\$10.89	\$260.75
1401	105	586	\$240.42	\$10.48	\$250.90
1402	106	490	\$201.04	\$8.76	\$209.80
1403	107	583	\$239.19	\$10.42	\$249.61
1404	108	609	\$249.86	\$10.89	\$260.75
1405	109	750	\$307.71	\$13.41	\$321.12
1406	110	749	\$307.30	\$13.39	\$320.69
1407	104	609	\$249.86	\$10.89	\$260.75
1501	112	586	\$240.42	\$10.48	\$250.90
1502	113	490	\$201.04	\$8.76	\$209.80
1503	114	584	\$239.60	\$10.44	\$250.04
1504	115	609	\$249.86	\$10.89	\$260.75
1505	116	750	\$307.71	\$13.41	\$321.12
1506	117	749	\$307.30	\$13.39	\$320.69
1507	111	609	\$249.86	\$10.89	\$260.75
1601	119	586	\$240.42	\$10.48	\$250.90
1602	120	490	\$201.04	\$8.76	\$209.80
1603	121	586	\$240.42	\$10.48	\$250.90
1604	122	608	\$249.45	\$10.87	\$260.32
1605	123	751	\$308.11	\$13.43	\$321.54
1606	124	749	\$307.30	\$13.39	\$320.69
1607	118	609	\$249.86	\$10.89	\$260.75
1701	126	586	\$240.42	\$10.48	\$250.90
1702	127	490	\$201.04	\$8.76	\$209.80
1703	128	584	\$239.60	\$10.44	\$250.04
1704	129	609	\$249.86	\$10.89	\$260.75
1705	130	752	\$308.53	\$13.44	\$321.97
1706	131	749	\$307.30	\$13.39	\$320.69
1707	125	609	\$249.86	\$10.89	\$260.75
1801	133	586	\$240.42	\$10.48	\$250.90



**STRATA PLAN LMS-4155**  
**Strata Fees Schedule**

31-Jan-12  
 YEAR END: DECEMBER 31

PASSED ON:

UNIT	S.L.	U/E	OPER. FUND CONTRIBUTION	CRF FUND CONTRIBUTION	TOTAL STRATA FEES DUE
1802	134	490	\$201.04	\$8.76	\$209.80
1803	135	584	\$239.60	\$10.44	\$250.04
1804	136	609	\$249.86	\$10.89	\$260.75
1805	137	752	\$308.53	\$13.44	\$321.97
1806	138	749	\$307.30	\$13.39	\$320.69
1807	132	609	\$249.86	\$10.89	\$260.75
1901	140	586	\$240.42	\$10.48	\$250.90
1902	141	490	\$201.04	\$8.76	\$209.80
1903	142	584	\$239.60	\$10.44	\$250.04
1904	143	609	\$249.86	\$10.89	\$260.75
1905	144	752	\$308.53	\$13.44	\$321.97
1906	145	749	\$307.30	\$13.39	\$320.69
1907	139	609	\$249.86	\$10.89	\$260.75
2001	147	586	\$240.42	\$10.48	\$250.90
2002	148	490	\$201.04	\$8.76	\$209.80
2003	149	586	\$240.42	\$10.48	\$250.90
2004	150	605	\$248.21	\$10.82	\$259.03
2005	151	752	\$308.53	\$13.44	\$321.97
2006	152	750	\$307.71	\$13.41	\$321.12
2007	146	607	\$249.04	\$10.85	\$259.89
2101	154	586	\$240.42	\$10.48	\$250.90
2102	155	490	\$201.04	\$8.76	\$209.80
2103	156	586	\$240.42	\$10.48	\$250.90
2104	157	608	\$249.45	\$10.87	\$260.32
2105	158	753	\$308.94	\$13.46	\$322.40
2106	159	749	\$307.30	\$13.39	\$320.69
2107	153	607	\$249.04	\$10.85	\$259.89
2201	161	586	\$240.42	\$10.48	\$250.90
2202	162	490	\$201.04	\$8.76	\$209.80
2203	163	586	\$240.42	\$10.48	\$250.90
2204	164	607	\$249.04	\$10.85	\$259.89
2205	165	755	\$309.76	\$13.50	\$323.26
2206	166	749	\$307.30	\$13.39	\$320.69
2207	160	607	\$249.04	\$10.85	\$259.89
2301	168	586	\$240.42	\$10.48	\$250.90
2302	169	490	\$201.04	\$8.76	\$209.80
2303	170	587	\$240.84	\$10.49	\$251.33
2304	171	607	\$249.04	\$10.85	\$259.89
2305	172	755	\$309.76	\$13.50	\$323.26
2306	173	749	\$307.30	\$13.39	\$320.69
2307	167	607	\$249.04	\$10.85	\$259.89
2401	175	586	\$240.42	\$10.48	\$250.90
2402	176	490	\$201.04	\$8.76	\$209.80
2403	177	587	\$240.84	\$10.49	\$251.33

**STRATA PLAN LMS-4155**  
**Strata Fees Schedule**

31-Jan-12  
 YEAR END: DECEMBER 31

PASSED ON:

UNIT	S.L.	U/E	OPER. FUND CONTRIBUTION	CRF FUND CONTRIBUTION	TOTAL STRATA FEES DUE
2404	178	607	\$249.04	\$10.85	\$259.89
2405	179	752	\$308.53	\$13.44	\$321.97
2406	180	749	\$307.30	\$13.39	\$320.69
2407	174	607	\$249.04	\$10.85	\$259.89
2501	182	586	\$240.42	\$10.48	\$250.90
2502	183	490	\$201.04	\$8.76	\$209.80
2503	184	587	\$240.84	\$10.49	\$251.33
2504	185	607	\$249.04	\$10.85	\$259.89
2505	186	749	\$307.30	\$13.39	\$320.69
2506	187	747	\$306.47	\$13.36	\$319.83
2507	181	608	\$249.45	\$10.87	\$260.32
2601	189	568	\$233.03	\$10.16	\$243.19
2602	190	465	\$190.78	\$8.31	\$199.09
2603	191	570	\$233.86	\$10.19	\$244.05
2604	192	561	\$230.16	\$10.03	\$240.19
2605	193	738	\$302.79	\$13.19	\$315.98
2606	194	737	\$302.37	\$13.18	\$315.55
2607	188	563	\$230.98	\$10.07	\$241.05
2701	196	569	\$233.45	\$10.17	\$243.62
2702	197	465	\$190.78	\$8.31	\$199.09
2703	198	570	\$233.86	\$10.19	\$244.05
2704	199	561	\$230.16	\$10.03	\$240.19
2705	200	736	\$301.96	\$13.16	\$315.12
2706	201	737	\$302.37	\$13.18	\$315.55
2707	195	562	\$230.57	\$10.05	\$240.62
2801	203	568	\$233.03	\$10.16	\$243.19
2802	204	465	\$190.78	\$8.31	\$199.09
2803	205	569	\$233.45	\$10.17	\$243.62
2804	206	562	\$230.57	\$10.05	\$240.62
2805	207	736	\$301.96	\$13.16	\$315.12
2806	208	735	\$301.55	\$13.14	\$314.69
2807	202	562	\$230.57	\$10.05	\$240.62
3201	214	1276	\$523.51	\$22.81	\$546.32
3202	209	1168	\$479.20	\$20.88	\$500.08
3203	210	1321	\$541.97	\$23.62	\$565.59
3204	211	1322	\$542.38	\$23.64	\$566.02
3205	212	1209	\$496.02	\$21.62	\$517.64
3206	213	1276	\$523.51	\$22.81	\$546.32

TOTAL U/E	139830	\$57,369.03	\$2,500.03	\$59,869.06
		x 12	x 12	x 12
		\$688,428.36	\$30,000.36	\$718,428.72

**\$718,429.00**  
**2012 BUDGET**

**Strata Corporation: LMS-4155**

Pursuant to Regulation 6.6 and Section 103 of the Strata Property Act of British Columbia, the following information is provided in support of the annual budget for the above-noted strata corporation. Pursuant to Regulation 6.7, the financial statement of the strata corporation is attached hereto.

Fiscal Year Start: January 1, 2012Fiscal Year End: December 31, 2012

	<b>Operating Fund</b>	<b>Contingency Reserve Fund</b>
(a) Opening Balance:	\$ <u>44,538</u>	\$ <u>292,458</u>
(b) Estimated Income Excluding Strata Fees (details attached):	\$ <u>24,900</u>	\$ <u>2,925</u> (Interest)
(c) Estimated Expenses (details attached):	\$ <u>741,282</u>	\$ <u>8,200</u>
(d) Contributions to Operating Fund:	\$ <u>688,429</u>	N/A
(e) Contributions to Contingency Reserve Fund:	N/A	\$ <u>30,000</u>
(f) Each Strata Lot's Monthly contribution to the Operating Fund:	SEE ATTACHED	N/A
(g) Each Strata Lot's Monthly contribution to the Contingency Reserve Fund:	N/A	SEE ATTACHED
(h) Estimated Balance at End of Fiscal Year: (OF)	\$ <u>16,585</u>	N/A
(i) Estimated Balance at End of Fiscal Year: (CRF)	N/A	\$ <u>317,183</u>

E+OE

## STRATA PLAN LMS 4155 (THE SAVOY DOWNTOWN)

## STATEMENT OF FINANCIAL POSITION

December 31, 2011

	2011	2010
		(Note 9)
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 143,258	\$ 113,669
Owners' contributions receivable	3,289	10,725
Special assessment receivable	3,396	4,911
Accounts receivable	700	15,700
Prepaid expenses	25,256	18,473
	<u>175,899</u>	<u>163,478</u>
CAPITAL ASSETS (Notes 3 and 7)	12,660	9,645
<b>RESTRICTED CASH AND INVESTMENT (Note 4)</b>	<b>225,098</b>	<b>196,836</b>
	<u>\$ 413,657</u>	<u>\$ 369,959</u>
<b>LIABILITIES</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 64,001	\$ 68,310
<b>FUND</b>		
Operating	44,538	27,808
Contingency	292,458	264,196
Security system	-	-
Capital assets	12,660	9,645
	<u>349,656</u>	<u>301,649</u>
	<u>\$ 413,657</u>	<u>\$ 369,959</u>

Approved on behalf of the Owners of  
Strata Plan LMS 4155 (The Savoy Downtown) :

\_\_\_\_\_ Council Member

\_\_\_\_\_ Council Member

## STRATA PLAN LMS 4155 (THE SAVOY DOWNTOWN)

## STATEMENT OF OPERATING REVENUES, EXPENDITURES AND FUND

Year Ended December 31, 2011

	2011	2010 (Note 9)
<b>REVENUES</b>		
Strata fees	\$ 718,429	\$ 718,429
Guest suite rent	12,850	15,450
Late payment charges and fines	6,225	12,100
Moving fees	2,700	3,100
Miscellaneous	1,525	5,139
Interest	1,476	788
Novus	1,207	1,081
Office rent	100	200
Parking	-	1,300
	<u>744,512</u>	<u>757,587</u>
<b>EXPENDITURES</b>		
General and administrative:		
Wages	133,516	137,907
Management fees	60,682	58,685
Insurance appraisal	56,644	41,089
Supplies	16,950	16,100
Telephone	4,825	5,416
Miscellaneous	4,729	6,564
Audit	3,660	3,808
	<u>281,006</u>	<u>269,569</u>
Repairs and maintenance:		
General repairs and maintenance	88,775	105,255
Elevator	14,598	13,202
Heating and ventilation	12,614	20,485
Fire safety systems	9,835	10,747
Window cleaning	7,983	8,632
Waste management	7,769	8,988
Supplies	5,181	4,204
Garage door	3,970	4,925
Pest control	1,561	1,221
Locks and keys	968	2,280
Washing machine hoses	-	23,706
	<u>153,254</u>	<u>203,645</u>
Grounds and gardens:		
Landscaping	5,518	8,913
Recreation centre:		
General maintenance	17,729	12,043

See notes to financial statements

## STRATA PLAN LMS 4155 (THE SAVOY DOWNTOWN)

## STATEMENT OF OPERATING REVENUES, EXPENDITURES AND FUND

Year Ended December 31, 2011

	2011	2010 (Note 9)
Utilities:		
Gas	119,786	105,558
Electricity	50,734	47,206
Water and sewer	45,299	39,913
Waste disposal	21,729	19,275
	<u>237,548</u>	<u>211,952</u>
Total expenditures	<u>695,055</u>	<u>706,122</u>
REVENUES IN EXCESS OF EXPENDITURES FOR YEAR	49,457	51,465
TRANSFER TO CONTINGENCY FUND	(26,547)	(11,600)
SPECIAL LEVY TO COVER PRIOR YEAR'S OPERATING DEFICIT (Note 6)	-	49,822
TRANSFER TO CAPITAL ASSET FUND FOR GYM EQUIPMENT PURCHASE (Notes 3 and 7)	(6,180)	(12,057)
OPERATING FUND (DEFICIT) AT BEGINNING OF YEAR	<u>27,808</u>	<u>(49,822)</u>
OPERATING FUND END OF YEAR	<u>\$ 44,538</u>	<u>\$ 27,808</u>

See notes to financial statements

## STRATA PLAN LMS 4155 (THE SAVOY DOWNTOWN)

## STATEMENT OF CONTINGENCY REVENUES, EXPENDITURES AND FUND

Year Ended December 31, 2011

	2011	2010
		(Note 9)
REVENUES		
Interest	\$ 1,715	\$ 1,118
EXPENDITURES	-	-
REVENUES IN EXCESS OF EXPENDITURES FOR YEAR	1,715	1,118
TRANSFER FROM OPERATING FUND	26,547	11,600
TRANSFER FROM SECURITY SYSTEM FUND	-	6,203
CONTINGENCY FUND AT BEGINNING OF YEAR	264,196	245,275
CONTINGENCY FUND AT END OF YEAR	\$ 292,458	\$ 264,196

Draft

## STRATA PLAN LMS 4155 (THE SAVOY DOWNTOWN)

## STATEMENT OF CAPITAL ASSETS REVENUES, EXPENDITURES AND FUND

Year Ended December 31, 2011

	2011	2010
		(Note 9)
REVENUES	\$ -	\$ -
EXPENDITURES		
Amortization	3,165	2,412
EXPENDITURES IN EXCESS OF REVENUES FOR YEAR	(3,165)	(2,412)
TRANSFER FROM OPERATING FUND FOR GYM EQUIPMENT PURCHASE (Notes 3 and 7)	6,180	12,057
CAPITAL ASSETS FUND AT BEGINNING OF YEAR	9,645	-
CAPITAL ASSETS FUND AT END OF YEAR (Note 3)	\$ 12,660	\$ 9,645

Draft



## STRATA PLAN LMS 4155 (THE SAVOY DOWNTOWN)

## STATEMENT OF SECURITY SYSTEM REVENUES, EXPENDITURES AND FUND

Year Ended December 31, 2011

	2011	2010
		(Note 9)
REVENUES		
Interest	\$ -	\$ 20
EXPENDITURES		
Security fund upgrade (Note 5)	-	25,899
EXPENDITURES IN EXCESS OF REVENUES FOR YEAR	-	(25,879)
TRANSFER TO CONTINGENCY FUND	-	(6,203)
SECURITY SYSTEM FUND AT BEGINNING OF YEAR	-	32,082
SECURITY SYSTEM FUND AT END OF YEAR	\$ -	\$ -

Draft

## STRATA PLAN LMS 4155 (THE SAVOY DOWNTOWN)

## STATEMENT OF CASH FLOWS

Year Ended December 31, 2011

	2011	2010
		(Note 9)
<b>OPERATING ACTIVITIES</b>		
Revenues in excess of expenditures for year	\$ 48,007	\$ 74,114
Add: Item not involving cash:		
Amortization	3,165	2,413
	<u>51,172</u>	<u>76,527</u>
<b>CHANGES IN NON-CASH WORKING CAPITAL</b>		
Decrease in owners' contributions receivable	7,436	10,364
Decrease (increase) in special assessment receivable	1,515	(4,911)
Decrease (increase) in accounts receivable	15,000	(15,700)
Decrease (increase) in prepaid expenses	(6,783)	1,214
Increase (decrease) in accounts payable and accrued liabilities	(4,309)	15,430
	<u>12,859</u>	<u>6,397</u>
Net cash provided by operations	<u>64,031</u>	<u>82,924</u>
<b>INVESTING ACTIVITY</b>		
Purchase of gym equipment	<u>(6,180)</u>	<u>(12,058)</u>
<b>INCREASE IN CASH FOR YEAR</b>	<b>57,851</b>	<b>70,866</b>
<b>CASH AT BEGINNING OF YEAR</b>	<b>310,505</b>	<b>239,639</b>
<b>CASH AT END OF YEAR</b>	<b>\$ 368,356</b>	<b>\$ 310,505</b>
Cash and cash equivalents are represented by:		
Cash	\$ 143,258	\$ 113,669
Restricted cash and short term investment	225,098	196,836
	<u>\$ 368,356</u>	<u>\$ 310,505</u>

See notes to financial statements

**3/4 VOTE RESOLUTION #1**  
**EXTERIOR PREVENTATIVE MAINTENANCE SEALANT RENEWAL**

**WHEREAS** the sealant on the exterior of the buildings are worn out over the years due to wear and tear, which may result in water ingress from building envelope;

**AND WHEREAS** the Owners, Strata Plan LMS-4155, wish to replace all the exterior sealant at brick to brick joints, window wall to brick, window wall outside corners where sealant has failed and rubber seals are short and dryer vents; to add sealant at balcony saddle connections, balcony railing mounts; all exposed light fixtures, hose bibs and exterior boxes; to repair cracks in brick veneer; and to apply waterproofing on the vertical faces of all balconies as a protective maintenance to the building envelope.

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote resolution of The Owners, Strata Plan LMS-4155, that a sum of money not exceeding \$170,000 be spent for the purpose of performing an exterior preventative maintenance sealant renewal, such expenditure to be charged as a special levy upon the owners in proportion to the unit entitlement of their respective strata lots.

Subject to Sections 108(5) and (6) of the *Strata Property Act* (see attached), in the event that the actual cost of the proposed project is less than the special levy amount, the remaining funds shall be transferred to the Contingency Reserve Fund. Interest earned on funds raised pursuant to this resolution will be allocated to the special levy fund.

This special levy of \$170,000 shall be assessed on February 23, 2012, and shall become due and payable in full immediately on the passing of this resolution by the owners on title as at the end of that day and any owner who sells, conveys or transfers his/her title, or remortgages, before payment of this special levy is made in full, shall then pay the full amount outstanding.

As a matter of financial convenience only, the owners may pay this special levy over a period of 4 months, such payments to be made in 4 equal amounts on the first of each month, commencing on April 1, 2012 and ending on July 1, 2012. Notwithstanding the foregoing, this special levy is not considered as an "installment" levy as contemplated by Section 108(3)(e) of the *Strata Property Act*, and Section 109 of the *Strata Property Act* therefore does not apply.

Any owner who fails to make any payment(s) in accordance with this resolution shall be assessed a fine of \$200 on each such late payment. The strata corporation may further add interest charges on overdue payments at the rate of 10% per annum compounded annually.

Sections 116, 117 and 118 of the *Strata Property Act* (see attached) shall be applicable where an owner fails to make the required payment as authorized by the passing of this  $\frac{3}{4}$  vote.

\* \* \*

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

25-Jan-12  
 YEAR END: DECEMBER 31

**PASSED ON:**

**RE:** Sealant Renewal

**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$170,000.00	MONTHLY DUE
101	8	748	\$909.39	\$227.35
102	7	884	\$1,074.73	\$268.68
103	6	893	\$1,085.68	\$271.42
104	5	735	\$893.59	\$223.40
105	4	739	\$898.45	\$224.61
106	3	742	\$902.10	\$225.53
107	2	742	\$902.10	\$225.53
108	1	743	\$903.31	\$225.83
201	20	750	\$911.82	\$227.96
202	19	606	\$736.75	\$184.19
203	18	587	\$713.65	\$178.41
204	17	491	\$596.94	\$149.24
205	16	820	\$996.92	\$249.23
206	15	560	\$680.83	\$170.21
207	14	921	\$1,119.72	\$279.93
208	13	821	\$998.14	\$249.54
209	12	823	\$1,000.57	\$250.14
210	11	821	\$998.14	\$249.54
211	10	819	\$995.71	\$248.93
212	9	828	\$1,006.65	\$251.66
301	33	941	\$1,144.03	\$286.01
302	32	608	\$739.18	\$184.80
303	31	584	\$710.01	\$177.50
304	30	491	\$596.94	\$149.24
305	29	862	\$1,047.99	\$262.00
306	28	548	\$666.24	\$166.56
307	27	482	\$586.00	\$146.50
308	26	554	\$673.53	\$168.38
309	25	608	\$739.18	\$184.80
310	24	607	\$737.97	\$184.49
311	23	623	\$757.42	\$189.36
312	22	624	\$758.64	\$189.66
313	21	745	\$905.74	\$226.44
401	35	582	\$707.57	\$176.89
402	36	490	\$595.72	\$148.93
403	37	586	\$712.44	\$178.11
404	38	607	\$737.97	\$184.49
405	39	750	\$911.82	\$227.96
406	40	748	\$909.39	\$227.35
407	34	610	\$741.61	\$185.40

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

25-Jan-12  
 YEAR END: DECEMBER 31

**PASSED ON:**

**RE:** Sealant Renewal

**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$170,000.00	MONTHLY DUE
501	42	586	\$712.44	\$178.11
502	43	490	\$595.72	\$148.93
503	44	586	\$712.44	\$178.11
504	45	607	\$737.97	\$184.49
505	46	750	\$911.82	\$227.96
506	47	749	\$910.61	\$227.65
507	41	608	\$739.18	\$184.80
601	49	586	\$712.44	\$178.11
602	50	490	\$595.72	\$148.93
603	51	586	\$712.44	\$178.11
604	52	607	\$737.97	\$184.49
605	53	751	\$913.04	\$228.26
606	54	749	\$910.61	\$227.65
607	48	608	\$739.18	\$184.80
701	56	586	\$712.44	\$178.11
702	57	490	\$595.72	\$148.93
703	58	586	\$712.44	\$178.11
704	59	607	\$737.97	\$184.49
705	60	751	\$913.04	\$228.26
706	61	749	\$910.61	\$227.65
707	55	609	\$740.40	\$185.10
801	63	586	\$712.44	\$178.11
802	64	490	\$595.72	\$148.93
803	65	586	\$712.44	\$178.11
804	66	607	\$737.97	\$184.49
805	67	751	\$913.04	\$228.26
806	68	748	\$909.39	\$227.35
807	62	609	\$740.40	\$185.10
901	70	586	\$712.44	\$178.11
902	71	490	\$595.72	\$148.93
903	72	586	\$712.44	\$178.11
904	73	608	\$739.18	\$184.80
905	74	751	\$913.04	\$228.26
906	75	749	\$910.61	\$227.65
907	69	609	\$740.40	\$185.10
1001	77	586	\$712.44	\$178.11
1002	78	490	\$595.72	\$148.93
1003	79	586	\$712.44	\$178.11
1004	80	608	\$739.18	\$184.80
1005	81	750	\$911.82	\$227.96

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

25-Jan-12  
 YEAR END: DECEMBER 31

**PASSED ON:**

**RE:** Sealant Renewal

**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$170,000.00	MONTHLY DUE
1006	82	749	\$910.61	\$227.65
1007	76	609	\$740.40	\$185.10
1101	84	586	\$712.44	\$178.11
1102	85	490	\$595.72	\$148.93
1103	86	586	\$712.44	\$178.11
1104	87	608	\$739.18	\$184.80
1105	88	750	\$911.82	\$227.96
1106	89	750	\$911.82	\$227.96
1107	83	609	\$740.40	\$185.10
1201	91	586	\$712.44	\$178.11
1202	92	490	\$595.72	\$148.93
1203	93	583	\$708.79	\$177.20
1204	94	609	\$740.40	\$185.10
1205	95	751	\$913.04	\$228.26
1206	96	749	\$910.61	\$227.65
1207	90	609	\$740.40	\$185.10
1301	98	586	\$712.44	\$178.11
1302	99	490	\$595.72	\$148.93
1303	100	584	\$710.01	\$177.50
1304	101	609	\$740.40	\$185.10
1305	102	751	\$913.04	\$228.26
1306	103	749	\$910.61	\$227.65
1307	97	609	\$740.40	\$185.10
1401	105	586	\$712.44	\$178.11
1402	106	490	\$595.72	\$148.93
1403	107	583	\$708.79	\$177.20
1404	108	609	\$740.40	\$185.10
1405	109	750	\$911.82	\$227.96
1406	110	749	\$910.61	\$227.65
1407	104	609	\$740.40	\$185.10
1501	112	586	\$712.44	\$178.11
1502	113	490	\$595.72	\$148.93
1503	114	584	\$710.01	\$177.50
1504	115	609	\$740.40	\$185.10
1505	116	750	\$911.82	\$227.96
1506	117	749	\$910.61	\$227.65
1507	111	609	\$740.40	\$185.10
1601	119	586	\$712.44	\$178.11
1602	120	490	\$595.72	\$148.93
1603	121	586	\$712.44	\$178.11

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

25-Jan-12  
 YEAR END: DECEMBER 31

**PASSED ON:**

**RE:** Sealant Renewal

**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$170,000.00	MONTHLY DUE
1604	122	608	\$739.18	\$184.80
1605	123	751	\$913.04	\$228.26
1606	124	749	\$910.61	\$227.65
1607	118	609	\$740.40	\$185.10
1701	126	586	\$712.44	\$178.11
1702	127	490	\$595.72	\$148.93
1703	128	584	\$710.01	\$177.50
1704	129	609	\$740.40	\$185.10
1705	130	752	\$914.25	\$228.56
1706	131	749	\$910.61	\$227.65
1707	125	609	\$740.40	\$185.10
1801	133	586	\$712.44	\$178.11
1802	134	490	\$595.72	\$148.93
1803	135	584	\$710.01	\$177.50
1804	136	609	\$740.40	\$185.10
1805	137	752	\$914.25	\$228.56
1806	138	749	\$910.61	\$227.65
1807	132	609	\$740.40	\$185.10
1901	140	586	\$712.44	\$178.11
1902	141	490	\$595.72	\$148.93
1903	142	584	\$710.01	\$177.50
1904	143	609	\$740.40	\$185.10
1905	144	752	\$914.25	\$228.56
1906	145	749	\$910.61	\$227.65
1907	139	609	\$740.40	\$185.10
2001	147	586	\$712.44	\$178.11
2002	148	490	\$595.72	\$148.93
2003	149	586	\$712.44	\$178.11
2004	150	605	\$735.54	\$183.89
2005	151	752	\$914.25	\$228.56
2006	152	750	\$911.82	\$227.96
2007	146	607	\$737.97	\$184.49
2101	154	586	\$712.44	\$178.11
2102	155	490	\$595.72	\$148.93
2103	156	586	\$712.44	\$178.11
2104	157	608	\$739.18	\$184.80
2105	158	753	\$915.47	\$228.87
2106	159	749	\$910.61	\$227.65
2107	153	607	\$737.97	\$184.49
2201	161	586	\$712.44	\$178.11

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

25-Jan-12  
 YEAR END: DECEMBER 31

**PASSED ON:**

**RE:** Sealant Renewal

**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$170,000.00	MONTHLY DUE
2202	162	490	\$595.72	\$148.93
2203	163	586	\$712.44	\$178.11
2204	164	607	\$737.97	\$184.49
2205	165	755	\$917.90	\$229.48
2206	166	749	\$910.61	\$227.65
2207	160	607	\$737.97	\$184.49
2301	168	586	\$712.44	\$178.11
2302	169	490	\$595.72	\$148.93
2303	170	587	\$713.65	\$178.41
2304	171	607	\$737.97	\$184.49
2305	172	755	\$917.90	\$229.48
2306	173	749	\$910.61	\$227.65
2307	167	607	\$737.97	\$184.49
2401	175	586	\$712.44	\$178.11
2402	176	490	\$595.72	\$148.93
2403	177	587	\$713.65	\$178.41
2404	178	607	\$737.97	\$184.49
2405	179	752	\$914.25	\$228.56
2406	180	749	\$910.61	\$227.65
2407	174	607	\$737.97	\$184.49
2501	182	586	\$712.44	\$178.11
2502	183	490	\$595.72	\$148.93
2503	184	587	\$713.65	\$178.41
2504	185	607	\$737.97	\$184.49
2505	186	749	\$910.61	\$227.65
2506	187	747	\$908.17	\$227.04
2507	181	608	\$739.18	\$184.80
2601	189	568	\$690.55	\$172.64
2602	190	465	\$565.33	\$141.33
2603	191	570	\$692.98	\$173.25
2604	192	561	\$682.04	\$170.51
2605	193	738	\$897.23	\$224.31
2606	194	737	\$896.02	\$224.01
2607	188	563	\$684.47	\$171.12
2701	196	569	\$691.77	\$172.94
2702	197	465	\$565.33	\$141.33
2703	198	570	\$692.98	\$173.25
2704	199	561	\$682.04	\$170.51
2705	200	736	\$894.80	\$223.70
2706	201	737	\$896.02	\$224.01



STRATA PLAN LMS-4155  
Special Levy Fees Schedule

25-Jan-12  
 YEAR END: DECEMBER 31

PASSED ON:

RE: Sealant Renewal

PAYMENT PLAN: Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$170,000.00	MONTHLY DUE
2707	195	562	\$683.26	\$170.82
2801	203	568	\$690.55	\$172.64
2802	204	465	\$565.33	\$141.33
2803	205	569	\$691.77	\$172.94
2804	206	562	\$683.26	\$170.82
2805	207	736	\$894.80	\$223.70
2806	208	735	\$893.59	\$223.40
2807	202	562	\$683.26	\$170.82
3201	214	1276	\$1,551.31	\$387.83
3202	209	1168	\$1,420.01	\$355.00
3203	210	1321	\$1,606.02	\$401.51
3204	211	1322	\$1,607.24	\$401.81
3205	212	1209	\$1,469.86	\$367.47
3206	213	1276	\$1,551.31	\$387.83

TOTAL U/E		139830	\$170,000.16	\$42,500.04
				X4
				\$170,000.16

**3/4 VOTE RESOLUTION #2**  
**BOILER OF ROOFTOP MAKE-UP AIR UNIT**

**WHEREAS** the boiler for the rooftop make-up air unit is defective and needs to be replaced;

**AND WHEREAS** the Owners, Strata Plan LMS-4155, wish to replace the defective boiler to ensure normal operation of the hallway ventilation system;

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote resolution of The Owners, Strata Plan LMS-4155, that a sum of money not exceeding \$35,000 be raised and spent for the purpose of replacing the rooftop boiler of the rooftop make-up air unit, such expenditure to be charged as a special levy upon the owners in proportion to the unit entitlement of their respective strata lots.

Subject to Sections 108(5) and (6) of the *Strata Property Act* (see attached), in the event that the actual cost of the proposed project is less than the special levy amount, the remaining funds shall be transferred to the Contingency Reserve Fund. Interest earned on funds raised pursuant to this resolution will be allocated to the special levy fund.

This special levy of \$35,000 shall be assessed on February 23, 2012, and shall become due and payable in full immediately on the passing of this resolution by the owners on title as at the end of that day and any owner who sells, conveys or transfers his/her title, or remortgages, before payment of this special levy is made in full, shall then pay the full amount outstanding.

As a matter of financial convenience only, the owners may pay this special levy over a period of 4 months, such payments to be made in 4 equal amounts on the first of each month, commencing on April 1, 2012 and ending on July 1, 2012. Notwithstanding the foregoing, this special levy is not considered as an "installment" levy as contemplated by Section 108(3)(e) of the *Strata Property Act*, and Section 109 of the *Strata Property Act* therefore does not apply.

Any owner who fails to make any payment(s) in accordance with this resolution shall be assessed a fine of \$200 on each such late payment. The strata corporation may further add interest charges on overdue payments at the rate of 10% per annum compounded annually.

Sections 116, 117 and 118 of the *Strata Property Act* (see attached) shall be applicable where an owner fails to make the required payment as authorized by the passing of this  $\frac{3}{4}$  vote.

\* \* \*

STRATA PLAN LMS-4155  
Special Levy Fees Schedule

25-Jan-12  
 YEAR END: DECEMBER 31

PASSED ON:

RE: Rooftop Boiler

PAYMENT PLAN: Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$35,000.00	MONTHLY DUE
101	8	748	\$187.23	\$46.81
102	7	884	\$221.27	\$55.32
103	6	893	\$223.52	\$55.88
104	5	735	\$183.97	\$45.99
105	4	739	\$184.97	\$46.24
106	3	742	\$185.73	\$46.43
107	2	742	\$185.73	\$46.43
108	1	743	\$185.98	\$46.50
201	20	750	\$187.73	\$46.93
202	19	606	\$151.68	\$37.92
203	18	587	\$146.93	\$36.73
204	17	491	\$122.90	\$30.73
205	16	820	\$205.25	\$51.31
206	15	560	\$140.17	\$35.04
207	14	921	\$230.53	\$57.63
208	13	821	\$205.50	\$51.38
209	12	823	\$206.00	\$51.50
210	11	821	\$205.50	\$51.38
211	10	819	\$205.00	\$51.25
212	9	828	\$207.25	\$51.81
301	33	941	\$235.54	\$58.89
302	32	608	\$152.18	\$38.05
303	31	584	\$146.18	\$36.55
304	30	491	\$122.90	\$30.73
305	29	862	\$215.76	\$53.94
306	28	548	\$137.17	\$34.29
307	27	482	\$120.65	\$30.16
308	26	554	\$138.67	\$34.67
309	25	608	\$152.18	\$38.05
310	24	607	\$151.93	\$37.98
311	23	623	\$155.94	\$38.99
312	22	624	\$156.19	\$39.05
313	21	745	\$186.48	\$46.62
401	35	582	\$145.68	\$36.42
402	36	490	\$122.65	\$30.66
403	37	586	\$146.68	\$36.67
404	38	607	\$151.93	\$37.98
405	39	750	\$187.73	\$46.93
406	40	748	\$187.23	\$46.81
407	34	610	\$152.69	\$38.17

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

25-Jan-12  
 YEAR END: DECEMBER 31

**PASSED ON:**

**RE:** Rooftop Boiler

**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$35,000.00	MONTHLY DUE
501	42	586	\$146.68	\$36.67
502	43	490	\$122.65	\$30.66
503	44	586	\$146.68	\$36.67
504	45	607	\$151.93	\$37.98
505	46	750	\$187.73	\$46.93
506	47	749	\$187.48	\$46.87
507	41	608	\$152.18	\$38.05
601	49	586	\$146.68	\$36.67
602	50	490	\$122.65	\$30.66
603	51	586	\$146.68	\$36.67
604	52	607	\$151.93	\$37.98
605	53	751	\$187.98	\$47.00
606	54	749	\$187.48	\$46.87
607	48	608	\$152.18	\$38.05
701	56	586	\$146.68	\$36.67
702	57	490	\$122.65	\$30.66
703	58	586	\$146.68	\$36.67
704	59	607	\$151.93	\$37.98
705	60	751	\$187.98	\$47.00
706	61	749	\$187.48	\$46.87
707	55	609	\$152.44	\$38.11
801	63	586	\$146.68	\$36.67
802	64	490	\$122.65	\$30.66
803	65	586	\$146.68	\$36.67
804	66	607	\$151.93	\$37.98
805	67	751	\$187.98	\$47.00
806	68	748	\$187.23	\$46.81
807	62	609	\$152.44	\$38.11
901	70	586	\$146.68	\$36.67
902	71	490	\$122.65	\$30.66
903	72	586	\$146.68	\$36.67
904	73	608	\$152.18	\$38.05
905	74	751	\$187.98	\$47.00
906	75	749	\$187.48	\$46.87
907	69	609	\$152.44	\$38.11
1001	77	586	\$146.68	\$36.67
1002	78	490	\$122.65	\$30.66
1003	79	586	\$146.68	\$36.67
1004	80	608	\$152.18	\$38.05
1005	81	750	\$187.73	\$46.93

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

25-Jan-12  
 YEAR END: DECEMBER 31

**PASSED ON:**

**RE:** Rooftop Boiler

**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$35,000.00	MONTHLY DUE
1006	82	749	\$187.48	\$46.87
1007	76	609	\$152.44	\$38.11
1101	84	586	\$146.68	\$36.67
1102	85	490	\$122.65	\$30.66
1103	86	586	\$146.68	\$36.67
1104	87	608	\$152.18	\$38.05
1105	88	750	\$187.73	\$46.93
1106	89	750	\$187.73	\$46.93
1107	83	609	\$152.44	\$38.11
1201	91	586	\$146.68	\$36.67
1202	92	490	\$122.65	\$30.66
1203	93	583	\$145.93	\$36.48
1204	94	609	\$152.44	\$38.11
1205	95	751	\$187.98	\$47.00
1206	96	749	\$187.48	\$46.87
1207	90	609	\$152.44	\$38.11
1301	98	586	\$146.68	\$36.67
1302	99	490	\$122.65	\$30.66
1303	100	584	\$146.18	\$36.55
1304	101	609	\$152.44	\$38.11
1305	102	751	\$187.98	\$47.00
1306	103	749	\$187.48	\$46.87
1307	97	609	\$152.44	\$38.11
1401	105	586	\$146.68	\$36.67
1402	106	490	\$122.65	\$30.66
1403	107	583	\$145.93	\$36.48
1404	108	609	\$152.44	\$38.11
1405	109	750	\$187.73	\$46.93
1406	110	749	\$187.48	\$46.87
1407	104	609	\$152.44	\$38.11
1501	112	586	\$146.68	\$36.67
1502	113	490	\$122.65	\$30.66
1503	114	584	\$146.18	\$36.55
1504	115	609	\$152.44	\$38.11
1505	116	750	\$187.73	\$46.93
1506	117	749	\$187.48	\$46.87
1507	111	609	\$152.44	\$38.11
1601	119	586	\$146.68	\$36.67
1602	120	490	\$122.65	\$30.66
1603	121	586	\$146.68	\$36.67

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

25-Jan-12  
 YEAR END: DECEMBER 31

**PASSED ON:**

**RE:** Rooftop Boiler

**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$35,000.00	MONTHLY DUE
1604	122	608	\$152.18	\$38.05
1605	123	751	\$187.98	\$47.00
1606	124	749	\$187.48	\$46.87
1607	118	609	\$152.44	\$38.11
1701	126	586	\$146.68	\$36.67
1702	127	490	\$122.65	\$30.66
1703	128	584	\$146.18	\$36.55
1704	129	609	\$152.44	\$38.11
1705	130	752	\$188.23	\$47.06
1706	131	749	\$187.48	\$46.87
1707	125	609	\$152.44	\$38.11
1801	133	586	\$146.68	\$36.67
1802	134	490	\$122.65	\$30.66
1803	135	584	\$146.18	\$36.55
1804	136	609	\$152.44	\$38.11
1805	137	752	\$188.23	\$47.06
1806	138	749	\$187.48	\$46.87
1807	132	609	\$152.44	\$38.11
1901	140	586	\$146.68	\$36.67
1902	141	490	\$122.65	\$30.66
1903	142	584	\$146.18	\$36.55
1904	143	609	\$152.44	\$38.11
1905	144	752	\$188.23	\$47.06
1906	145	749	\$187.48	\$46.87
1907	139	609	\$152.44	\$38.11
2001	147	586	\$146.68	\$36.67
2002	148	490	\$122.65	\$30.66
2003	149	586	\$146.68	\$36.67
2004	150	605	\$151.43	\$37.86
2005	151	752	\$188.23	\$47.06
2006	152	750	\$187.73	\$46.93
2007	146	607	\$151.93	\$37.98
2101	154	586	\$146.68	\$36.67
2102	155	490	\$122.65	\$30.66
2103	156	586	\$146.68	\$36.67
2104	157	608	\$152.18	\$38.05
2105	158	753	\$188.48	\$47.12
2106	159	749	\$187.48	\$46.87
2107	153	607	\$151.93	\$37.98
2201	161	586	\$146.68	\$36.67

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

25-Jan-12  
 YEAR END: DECEMBER 31

**PASSED ON:**

**RE:** Rooftop Boiler

**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$35,000.00	MONTHLY DUE
2202	162	490	\$122.65	\$30.66
2203	163	586	\$146.68	\$36.67
2204	164	607	\$151.93	\$37.98
2205	165	755	\$188.98	\$47.25
2206	166	749	\$187.48	\$46.87
2207	160	607	\$151.93	\$37.98
2301	168	586	\$146.68	\$36.67
2302	169	490	\$122.65	\$30.66
2303	170	587	\$146.93	\$36.73
2304	171	607	\$151.93	\$37.98
2305	172	755	\$188.98	\$47.25
2306	173	749	\$187.48	\$46.87
2307	167	607	\$151.93	\$37.98
2401	175	586	\$146.68	\$36.67
2402	176	490	\$122.65	\$30.66
2403	177	587	\$146.93	\$36.73
2404	178	607	\$151.93	\$37.98
2405	179	752	\$188.23	\$47.06
2406	180	749	\$187.48	\$46.87
2407	174	607	\$151.93	\$37.98
2501	182	586	\$146.68	\$36.67
2502	183	490	\$122.65	\$30.66
2503	184	587	\$146.93	\$36.73
2504	185	607	\$151.93	\$37.98
2505	186	749	\$187.48	\$46.87
2506	187	747	\$186.98	\$46.75
2507	181	608	\$152.18	\$38.05
2601	189	568	\$142.17	\$35.54
2602	190	465	\$116.39	\$29.10
2603	191	570	\$142.67	\$35.67
2604	192	561	\$140.42	\$35.11
2605	193	738	\$184.72	\$46.18
2606	194	737	\$184.47	\$46.12
2607	188	563	\$140.92	\$35.23
2701	196	569	\$142.42	\$35.61
2702	197	465	\$116.39	\$29.10
2703	198	570	\$142.67	\$35.67
2704	199	561	\$140.42	\$35.11
2705	200	736	\$184.22	\$46.06
2706	201	737	\$184.47	\$46.12

**STRATA PLAN LMS-4155**  
**Special Levy Fees Schedule**

25-Jan-12  
 YEAR END: DECEMBER 31

**PASSED ON:**

**RE:** Rooftop Boiler

**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	TOTAL LEVY \$35,000.00	MONTHLY DUE
2707	195	562	\$140.67	\$35.17
2801	203	568	\$142.17	\$35.54
2802	204	465	\$116.39	\$29.10
2803	205	569	\$142.42	\$35.61
2804	206	562	\$140.67	\$35.17
2805	207	736	\$184.22	\$46.06
2806	208	735	\$183.97	\$45.99
2807	202	562	\$140.67	\$35.17
3201	214	1276	\$319.39	\$79.85
3202	209	1168	\$292.36	\$73.09
3203	210	1321	\$330.65	\$82.66
3204	211	1322	\$330.90	\$82.73
3205	212	1209	\$302.62	\$75.66
3206	213	1276	\$319.39	\$79.85
<b>TOTAL U/E</b>		<b>139830</b>	<b>\$35,000.17</b>	<b>\$8,750.04</b>
				<b>X4</b>
				<b>\$35,000.17</b>



**3/4 VOTE RESOLUTION #3  
BYLAW AMENDMENT – IN-SUITE FIRE DEVICE TESTING**

**WHEREAS** The Owners, Strata Plan LMS-4155, pursuant to Division 2 of Part 7 of the *Strata Property Act*, S.B.C. 1998, may amend the bylaws of their Strata Corporation;

**AND WHEREAS** The Owners, Strata Plan LMS-4155, wish to amend the bylaws of their Strata Corporation;

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote resolution of The Owners, Strata Plan LMS-4155, that the bylaws of their Strata Corporation be amended as follows, such amendment to be effective upon the filing of an Amendment to Bylaws in prescribed form in the Land Title Office:

by adding a new bylaw 51 to read as follows:

***51. In-Suite Fire Device Testing***

*An owner and/or tenant must allow access to their unit for in-suite fire device testing during the annual fire testing as per the date and time indicated on the notice, which is posted in advance for the testing. Failure to provide access may result in a bylaw violation fine of \$200. Also all the costs for subsequent re-inspection(s) will be charged to the account of their strata lot.*

\* \* \*

**3/4 VOTE RESOLUTION #4  
BYLAW AMENDMENT – MOVE-IN FEE**

**WHEREAS** The Owners, Strata Plan LMS-4155, pursuant to Division 2 of Part 7 of the *Strata Property Act*, S.B.C. 1998, may amend the bylaws of their Strata Corporation;

**AND WHEREAS** The Owners, Strata Plan LMS-4155, wish to amend the bylaws of their Strata Corporation;

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote resolution of The Owners, Strata Plan LMS-4155, that the bylaws of their Strata Corporation be amended as follows, such amendment to be effective upon the filing of an Amendment to Bylaws in prescribed form in the Land Title Office:

by amending bylaw 32(2), which currently reads:

32. Moves

(2) A move in fee \$100 shall be assessed to the strata lot owner.

to read as follows:

32. Moves

(2) A fee of \$200 shall be assessed to the strata lot owner for each move-in to the strata lot.

\* \* \*

**Section 108****Special Levy**

- (1) The strata corporation may raise money from the owners by means of a special levy.
- (2) The strata corporation must calculate each strata lot's share of a special levy
  - (a) in accordance with section 99 or 100, in which case the levy must be approved by a resolution passed by a 3/4 vote at an annual or special general meeting; or
  - (b) in another way that establishes a fair division of expenses for that particular levy, in which case the levy must be approved by a resolution passed by a unanimous vote at an annual or special general meeting.
- (3) The resolution to approve a special levy must set out all of the following:
  - (a) the purpose of the levy;
  - (b) the total amount of the levy;
  - (c) the method used to determine each strata lot's share of the levy;
  - (d) the amount of each strata lot's share of the levy;
  - (e) the date by which the levy is to be paid or, if the levy is payable in installments, the dates by which the installments are to be paid.
- (4) The strata corporation must
  - (a) account for the money collected separately from other money of the strata corporation;
  - (b) invest all of the money collected in one or both of the following:
    - (i) investments permitted by the regulations;
    - (ii) insured accounts with savings institutions in British Columbia;
  - (c) use the money collected for the purpose set out in the resolution; and
  - (d) inform owners about the expenditure of the money collected.
- (4.1) A strata corporation may, by bylaw or by a resolution approving a special levy, establish a rate of interest, not to exceed the rate set out in the regulations, to be paid if an owner is late in paying his or her strata lot's share of the special levy.
- (4.2) The interest payable on a late payment of a special levy in accordance with a bylaw or resolution referred to in subsection (4.1) is not a fine, and forms part of the special levy for the purpose of section 116.
- (5) If the money collected exceeds the amount required, or for any other reason is not fully used for the purpose set out in the resolution, the strata corporation must pay to each owner of a strata lot the portion of the unused amount of the special levy that is proportional to the contribution made to the special levy in respect of that strata lot.
- (6) Despite subsection (5), if no owner is entitled to receive more than \$100 in total under subsection (5), the strata corporation may deposit the excess in the Contingency Reserve Fund.
- (7) In subsections (4) and (5), "money collected" means the money collected on a special levy and includes any interest or income earned on that money.

**Section 109****Payment of special levy when strata lot sold**

If a special levy is approved before a strata lot is conveyed to a purchaser,

- (a) the seller owes the strata corporation the portion of the levy that is payable before the date the strata lot is conveyed, and
- (b) the purchaser owes the strata corporation the portion of the levy that is payable on or after the date the strata lot is conveyed.

## **Section 116**

### *Certificate of Lien*

- (1) The strata corporation may register a lien against an owner's strata lot by registering in the land title office a Certificate of Lien in the prescribed form if the owner fails to pay the strata corporation any of the following:
  - (a) strata fees;
  - (b) a special levy;
  - (c) a reimbursement of the cost of work referred to in section 85;
  - (d) the strata lot's share of a judgment against the strata corporation;
  - (e) [Repealed 1999-21-25.]
- (2) The strata corporation may register a lien against any strata lot, but only one strata lot, owned by an owner as owner developer, by registering in the land title office a Certificate of Lien in the prescribed form if the owner developer fails to pay an amount payable to the strata corporation under section 14(4) or (5), 17(b) or 20(3).
- (3) Subsection (1) does not apply if
  - (a) the amount owing has, under section 114, been paid into court or to the strata corporation in trust;
  - (b) arrangements satisfactory to the strata corporation have been made to pay the money owing; or
  - (c) the amount owing is in respect of a fine or the costs of remedying a contravention.
- (4) On registration the certificate creates a lien against the owner's strata lot in favour of the strata corporation for the amount owing.
- (5) The strata corporation's lien ranks in priority to every other lien or registered charge except
  - (a) to the extent that the strata corporation's lien is for a strata lot's share of a judgment against the strata corporation;
  - (b) if the other lien or charge is in favour of the Crown and is not a mortgage of land; or
  - (c) if the other lien or charge is made under the *Builders Lien Act*.
- (6) On receiving the amount owing, the strata corporation must within one week remove the lien by registering in the land title office an Acknowledgment of Payment in the prescribed form.

## **Section 117**

### *Forced sale of owner's strata lot to collect money owing*

- (1) After the strata corporation has registered a Certificate of Lien against a strata lot, the strata corporation may apply to the Supreme Court for an order for the sale of the strata lot.
- (2) If the strata corporation has obtained a judgment for the amount owing, the court may, after considering all the circumstances, make an order for the sale of the strata lot.
- (3) If the strata corporation has not obtained a judgment for the amount owing, the court may try the issue and may
  - (a) order that judgment be entered against the owner in favour of the strata corporation for the amount of the lien or for an amount that the court, as a result of the trial, finds owing; and
  - (b) if judgment is entered against the owner, make an order for the sale of the strata lot after considering all the circumstances.
- (4) An order for the sale of a strata lot must provide that, if the amount owing is not paid within the time period required by the order, the strata corporation may sell the strata lot at a price and on terms to be approved by the court.

## **Section 118**

### *Costs added to amount owing*

The following costs of registering a lien against an owner's strata lot under section 116 or enforcing a lien under section 117 may be added to the amount owing to the strata corporation under a Certificate of Lien:

- (a) reasonable legal costs;
- (b) land title and court registry fees;
- (c) other reasonable disbursements.

## PROXY AUTHORIZATION STRATA PLAN LMS-4155

The undersigned owner of Strata Plan LMS-4155 hereby appoints \_\_\_\_\_ or failing him/her, the strata council President, as the proxy of the undersigned to attend and vote at the Meeting to be held on Thursday, February 23, 2012, and at any adjournment thereof, in the same manner, to the same extent and with the same powers as if the undersigned were present at the said meeting or any adjournment thereof. Discretionary authority is conferred on the proxy with respect to such proposals or matters which may properly come before the meetings and at any adjournment thereof. This appointment includes the power and authority on the part of my said proxy to appoint another proxy in his/her discretion to exercise the rights and powers conferred by this appointment in the event that he/she is unable or unwilling to act as my proxy at the said meeting.

THE UNDERSIGNED acknowledges receipt of the information circular for the Meeting and hereby revokes any proxy previously given.

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*Date*

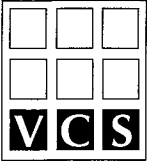
*Unit*

*Signature*

\* If you are unable to attend, please forward your proxy to the strata council, c/o Douglas Mak:

- Via Fax: 604-684-1539
- By Mail: Vancouver Condominium Services Ltd.  
Suite 400 – 1281 West Georgia Street  
Vancouver, BC V6E 3J7

**NOTE: Vancouver Condominium Services Ltd. and the strata agent assigned to manage your Strata Corporation cannot be appointed as a proxy.**



# VANCOUVER CONDOMINIUM SERVICES LTD.

400 - 1281 W. GEORGIA STREET, VANCOUVER, B.C. V6E 3J7

A FirstService Residential Management Company

February 29, 2012

MEMO TO: Owners  
Strata Plan LMS-4155

FROM: Douglas Mak

RE: **ANNUAL GENERAL MEETING MINUTES**

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Attached are the minutes of the Annual General Meeting held on February 23, 2012. Please read and retain them for future reference.

**STRATA FEES:** There is no increase in strata fees.

For those owners on pre-authorized chequing (PAC), your payments will continue automatically at the same rate.

For those owners who pay by post-dated cheques, please issue 10 new post-dated cheques payable to "Strata Plan LMS-4155" effective March 1, 2012.

You can also make your payments through internet banking by visiting our website at [www.vancondo.com](http://www.vancondo.com) and following the directions under the "Online Banking" tab.

**SPECIAL LEVY:** Two special levies was passed. See attached levy schedule. The first payment is due on April 1, 2012. This levy will NOT be added to PAC pre-authorized chequing plan. Please issue post-dated cheques payable to "Strata Plan LMS-4155". You can also make your levy payments through internet banking by visiting our website at [www.vancondo.com](http://www.vancondo.com) and following the directions under the "Online Banking" tab.

**BYLAWS:** **NEW BYLAWS WERE PASSED.** Please contact VCS to obtain a copy.

\* \* \*

/Agm Cover Memo.docx

Encl.



# MINUTES OF ANNUAL GENERAL MEETING STRATA PLAN LMS-4155 THE SAVOY

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**HELD** On Thursday, February 23, 2012 at 7:00 p.m. in the Chevalier Room, Rosedale on Robson Suite Hotel, 838 Hamilton Street, Vancouver, B.C.

**PRESENT** 50 owners in person or proxy, as per the registration sheet.

**STRATA AGENT** Douglas Mak, Vancouver Condominium Services Ltd.

## **QUORUM REPORT**

At 7:00 p.m., the time appointed for the Annual General Meeting, a quorum was not present. According to Section 27(8) of the strata corporation bylaws:

*27(8) If at the time appointed for a general meeting, a quorum is not present, the meeting shall stand adjourned for a period of thirty minutes whereupon the adjourned meeting shall be reconvened at the same place and the persons present in person or by proxy and entitled to vote, shall constitute a quorum.*

the meeting was adjourned for 30 minutes and re-convened at 7:30 p.m.

There being a quorum present, the meeting was called to order. by 7:30 p.m. by Douglas Mak who, in agreement with the owners, chaired the meeting. Introductions were made and the meeting commenced.

## **PROOF OF NOTICE**

It was moved, seconded and carried to accept the notice dated February 2, 2012 as proper Notice of Meeting.

## **APPROVAL OF AGENDA**

It was moved, seconded and carried to accept the agenda.

## **MINUTES**

It was moved, seconded and carried to adopt the minutes of the February 22, 2011 Annual General Meeting. There was no business arising.

## **UNFINISHED BUSINESS**

There was no unfinished business.

## **PRESIDENT'S REPORT**

Since council President Michael Duchnych was not present at the meeting, the vice-president Dan Streiff presented the president's report on behalf of Mr. Duchnych as follows:

### ***President's Message***

- *In August of last year, Ryan Thompson resigned as president of strata council. Michael Duchnych replaced Ryan for the remainder of the year. Replacing the vacancy created, Deepak Arora joined the council.*
- *In December, Willy Uy also resigned from council.*
- *Joining the Savoy staff as night shift janitor is Maria Hernandez.*
- *I would like to take this opportunity to thank those who served on council. Their time, efforts and contributions are appreciated. At the same time, I'd like to welcome those who joined the Savoy council and look forward to working with them in the coming year.*
- *It's my hope that others who are interested in being on council will consider joining this group to ensure our homes continue to be a comfortable and sought after real estate.*

### ***Year in review***

#### ***Parking***

- *Visitor parking area painted. Updated parking pass/extended parking to accommodate better in-out times.*

#### ***Gym***

- *A new elliptical machine and new TV were added to the gym.*
- *Hot tub was cleaned and painted.*

#### ***Building Maintenance:***

- *Besides regular maintenance items the following items were completed:*
- *Power washing the front of the building*
- *Parking lobbies upgrades including painting and benches*
- *Side walk lighting installed for safety and security in front of the building.*
- *Gate repairs to townhomes*
- *Annual dryer vent cleaning and fire systems check – we will need to discuss this item in more detail to gain access to suites and ensure compliance.*



- *Keyscan, elevator panels – replaced due to ongoing malfunction – we appreciate everyone’s understanding and patience while this repair was conducted.*
- *B.C. Hydro completed a review of power services to the building and verified meter to unit match and completed a reseal of all meters.*

***Dong Russell Company Inc.***

- *As requested at the last AGM – an external audit was conducted. The financial performance for the year ended in accordance with Accounting Standards for not-for-profit organizations.*

**INSURANCE REPORT**

The insurance policy for Strata Corporation LMS-4155 as attached to the AGM notice was reviewed by the owners and approved.

All owners and residents are reminded that the strata corporation's insurance policy does not provide for individual contents, betterments or improvements (i.e., storage locker contents, clothing, furniture, decorating, upgrading of carpets, flooring, etc.). Owners and residents must carry their own "Owner Package" insurance for this coverage, including any improvements. You should contact your home insurance company to determine if you have this coverage or not.

**2012 BUDGET (YEAR END DECEMBER 31<sup>ST</sup>)**

The 2012 budget was presented to the owners for a detailed review and analysis. Following discussion, it was moved, seconded and carried to adopt the budget in the total amount of \$771,282 (unanimously).

Owners please note: There will be no increase in strata fees.

If you are on the PAC automatic payment program, you need do nothing as your payments will continually automatically at the same rate.

For those owners who pay by cheque, please issue 10 new post-dated cheques made payable to “Strata Plan LMS-4155” effective March 1, 2012.

## **3/4 VOTE RESOLUTIONS**

The following 3/4 Vote Resolution was presented to the owners for their consideration:

### ***3/4 VOTE RESOLUTION #1 EXTERIOR PREVENTATIVE MAINTENANCE SEALANT RENEWAL***

**WHEREAS** the sealant on the exterior of the buildings are worn out over the years due to wear and tear, which may result in water ingress from building envelope;

**AND WHEREAS** the Owners, Strata Plan LMS-4155, wish to replace all the exterior sealant at brick to brick joints, window wall to brick, window wall outside corners where sealant has failed and rubber seals are short and dryer vents; to add sealant at balcony saddle connections, balcony railing mounts; all exposed light fixtures, hose bibs and exterior boxes; to repair cracks in brick veneer; and to apply waterproofing on the vertical faces of all balconies as a protective maintenance to the building envelope.

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote resolution of The Owners, Strata Plan LMS-4155, that a sum of money not exceeding \$170,000 be spent for the purpose of performing an exterior preventative maintenance sealant renewal, such expenditure to be charged as a special levy upon the owners in proportion to the unit entitlement of their respective strata lots.

Subject to Sections 108(5) and (6) of the Strata Property Act (see attached), in the event that the actual cost of the proposed project is less than the special levy amount, the remaining funds shall be transferred to the Contingency Reserve Fund. Interest earned on funds raised pursuant to this resolution will be allocated to the special levy fund.

This special levy of \$170,000 shall be assessed on February 23, 2012, and shall become due and payable in full immediately on the passing of this resolution by the owners on title as at the end of that day and any owner who sells, conveys or transfers his/her title, or remortgages, before payment of this special levy is made in full, shall then pay the full amount outstanding.

As a matter of financial convenience only, the owners may pay this special levy over a period of 4 months, such payments to be made in 4 equal amounts on the first of each month, commencing on April 1, 2012 and ending on July 1, 2012. Notwithstanding the foregoing, this special levy is not considered as an "installment" levy as contemplated by Section 108(3)(e) of the Strata Property Act, and Section 109 of the Strata Property Act therefore does not apply.

Any owner who fails to make any payment(s) in accordance with this resolution shall be assessed a fine of \$200 on each such late payment. The strata corporation may further add interest charges on overdue payments at the rate of 10% per annum compounded annually.

Sections 116, 117 and 118 of the Strata Property Act (see attached) shall be applicable where an owner fails to make the required payment as authorized by the passing of this  $\frac{3}{4}$  vote.

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt  $\frac{3}{4}$  Vote Resolution #1 – Exterior Preventative Maintenance Sealant Renewal (47 in favour, 2 opposed, 1absention).

Owners please note: A special levy for Exterior Preventative Maintenance Sealant Rene was passed. Please see attached levy schedule. The first payment is due on April 1, 2012. This levy will not be added to PAC automatic chequing plan. Please issue post-dated cheques made payable to "Strata Plan LMS-4155". You can also make your levy payment through Internet banking by visiting our website at: [www.vancondo.com](http://www.vancondo.com) and following the directions under the "Online Banking" tab.

The following 3/4 Vote Resolution was presented to the owners for their consideration:

**3/4 VOTE RESOLUTION #2  
BOILER OF ROOFTOP MAKE-UP AIR UNIT**

**WHEREAS** the boiler for the rooftop make-up air unit is defective and needs to be replaced;

**AND WHEREAS** the Owners, Strata Plan LMS-4155, wish to replace the defective boiler to ensure normal operation of the hallway ventilation system;

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote resolution of The Owners, Strata Plan LMS-4155, that a sum of money not exceeding \$35,000 be raised and spent for the purpose of replacing the rooftop boiler of the rooftop make-up air unit, such expenditure to be charged as a special levy upon the owners in proportion to the unit entitlement of their respective strata lots.

Subject to Sections 108(5) and (6) of the Strata Property Act (see attached), in the event that the actual cost of the proposed project is less than the special levy amount, the remaining funds shall be transferred to the Contingency Reserve Fund. Interest earned on funds raised pursuant to this resolution will be allocated to the special levy fund.

This special levy of \$35,000 shall be assessed on February 23, 2012, and shall become due and payable in full immediately on the passing of this resolution by the owners on title as at the end of that day and any owner who sells, conveys or transfers his/her title, or remortgages, before payment of this special levy is made in full, shall then pay the full amount outstanding.

As a matter of financial convenience only, the owners may pay this special levy over a period of 4 months, such payments to be made in 4 equal amounts on the first of each month, commencing on April 1, 2012 and ending on July 1, 2012. Notwithstanding the foregoing, this special levy is not considered as an "installment" levy as contemplated by Section 108(3)(e) of the Strata Property Act, and Section 109 of the Strata Property Act therefore does not apply.

Any owner who fails to make any payment(s) in accordance with this resolution shall be assessed a fine of \$200 on each such late payment. The strata corporation may further add interest charges on overdue payments at the rate of 10% per annum compounded annually.

Sections 116, 117 and 118 of the Strata Property Act (see attached) shall be applicable where an owner fails to make the required payment as authorized by the passing of this  $\frac{3}{4}$  vote.

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt  $\frac{3}{4}$  Vote Resolution #2 – Boiler of Rooftop Make-Up Air Unit (49 in favour, 0 opposed, 1 abstention).

Owners please note: A special levy for Boiler of Rooftop Make-Up Air Unit was passed. Please see attached levy schedule. The first payment is due on April 1, 2012. This levy will not be added to PAC automatic chequing plan. Please issue post-dated cheques made payable to “Strata Plan LMS-4155”. You can also make your levy payment through Internet banking by visiting our website at: [www.vancondo.com](http://www.vancondo.com) and following the directions under the “Online Banking” tab.

The following  $\frac{3}{4}$  Vote Resolution was presented to the owners for their consideration:

***3/4 VOTE RESOLUTION #3  
BYLAW AMENDMENT – IN-SUITE FIRE DEVICE TESTING***

***WHEREAS*** The Owners, Strata Plan LMS-4155, pursuant to Division 2 of Part 7 of the Strata Property Act, S.B.C. 1998, may amend the bylaws of their Strata Corporation;

***AND WHEREAS*** The Owners, Strata Plan LMS-4155, wish to amend the bylaws of their Strata Corporation;

***BE IT RESOLVED*** by a  $\frac{3}{4}$  vote resolution of The Owners, Strata Plan LMS-4155, that the bylaws of their Strata Corporation be amended as follows, such amendment to be effective upon the filing of an Amendment to Bylaws in prescribed form in the Land Title Office:

by adding a new bylaw 51 to read as follows:

***51. In-Suite Fire Device Testing***

*An owner and/or tenant must allow access to their unit for in-suite fire device testing during the annual fire testing as per the date and time indicated on the notice, which is posted in advance for the testing. Failure to provide access may result in a bylaw violation fine of \$200. Also all the costs for subsequent re-inspection(s) will be charged to the account of their strata lot.*

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt  $\frac{3}{4}$  Vote Resolution #3 - Bylaw Amendment – In-suite Fire Device Testing (47 in favour, 2 opposed, 1 abstention).

The following  $\frac{3}{4}$  Vote Resolution was presented to the owners for their consideration:

***3/4 VOTE RESOLUTION #4  
BYLAW AMENDMENT – MOVE-IN FEE***

***WHEREAS*** The Owners, Strata Plan LMS-4155, pursuant to Division 2 of Part 7 of the Strata Property Act, S.B.C. 1998, may amend the bylaws of their Strata Corporation;

**AND WHEREAS** The Owners, Strata Plan LMS-4155, wish to amend the bylaws of their Strata Corporation;

**BE IT RESOLVED** by a  $\frac{3}{4}$  vote resolution of The Owners, Strata Plan LMS-4155, that the bylaws of their Strata Corporation be amended as follows, such amendment to be effective upon the filing of an Amendment to Bylaws in prescribed form in the Land Title Office:

by amending bylaw 32(2), which currently reads:

32. Moves  
(2) A move in fee \$100 shall be assessed to the strata lot owner.

to read as follows:

32. Moves  
(2) A fee of \$200 shall be assessed to the strata lot owner for each move-in to the strata lot.

Following discussion, it was moved, seconded and **carried** by more than 75% of the vote to adopt  $\frac{3}{4}$  Vote Resolution #4 - Bylaw Amendment – Move-in Fee (45 in favour, 5 opposed, 0 abstentions).

## **NEW BUSINESS**

1. **Engineering:** Owners directed the new council to appoint an engineering firm to oversee the project of Exterior Sealant Renewal from preparing the contract document to the certifying completion of the work for payment in order to ensure all the contract requirements are met.
2. **Pool/Changing Room Tiles:** There were some concerns about the cleanliness and maintenance of the tiles in the changing room and pool area.
3. **Key Management:** Owners requested council to look into a proper way of managing the suite door keys that are kept by the building manager.
4. **Auditor's Note:** An owner requested that in the future, the auditor's note in the draft audit report should be included in the AGM package.
5. **Security at Back of Building:** There were some concerns about the security of the building, especially at the back of the townhouses.
6. **Gym:** An owner suggested to council to put an HD box for the television in the gym.
7. **Garbage Bins:** An owner suggested to council to put garbage bins in the lobbies of the parkade for owners to leave their small garbage, such as coffee cups or tissues, etc.

8. Cleaning of Overhang Windows: An owner suggested that the overhang windows of the lobby need to be cleaned more frequently.
9. Dog Feces in Common Areas: Some owners complained that people are allowing their dogs defecate in the garden at the back of even in the parkade or hallways. Council should look into ways to deter these mischiefs.

### **ELECTION OF STRATA COUNCIL**

The members of council for 2011 automatically retired from their positions, pursuant to the *Strata Property Act*. The owners expressed their appreciation for a job well done by their outgoing council.

The following owners were nominated for council for 2012:

Dan Streiff	Unit #2305
Rick Gannon	Unit #3206
Michael Duchnych	Unit # 305
Juan Pablo Gonzalez	Unit # 903
Deepak Arora	Unit #1903
John Riordan	Unit # 108
Ivanna Mikhaylova	Unit #1906

There being no further nominations, it was moved, seconded and carried to cease nominations. The owners nominated were declared elected by acclamation.

There being no further business, the meeting was adjourned at 8:20 p.m. The next council meeting will be held on Thursday, March 22, 2012 at 7:00 p.m. in the Office of The Savoy, 928 Richards Street, Vancouver, B.C.



Douglas Mak  
 Vancouver Condominium Services Ltd.  
 #400 - 1281 West Georgia Street  
 Vancouver, B.C.  
 V6E 3J7

Telephone: (604) 684-6291 (24 Hour Emergency Services)  
 Toll Free: 1-877-684-6291 / Fax: 604-684-1539

DM/kh

**STRATA PLAN LMS-4155  
Special Levies (Combined) Schedule**

29-Feb-12  
YEAR END: DECEMBER 31

**PASSED ON:** February 23, 2012  
**RE:** Sealant Renewal & Boiler Replacement  
**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	Sealant Renewal \$170,000.00	Monthly Due	Boiler Replacement \$35,000.00	Monthly Due	Total Levies \$205,000.00	Combined Levies Monthly Due
101	8	748	\$909.39	\$227.35	\$187.23	\$46.81	\$1,096.62	\$274.16
102	7	884	\$1,074.73	\$268.68	\$221.27	\$55.32	\$1,296.00	\$324.00
103	6	893	\$1,085.68	\$271.42	\$223.52	\$55.88	\$1,309.20	\$327.30
104	5	735	\$893.59	\$223.40	\$183.97	\$45.99	\$1,077.56	\$269.39
105	4	739	\$898.45	\$224.61	\$184.97	\$46.24	\$1,083.42	\$270.86
106	3	742	\$902.10	\$225.53	\$185.73	\$46.43	\$1,087.83	\$271.96
107	2	742	\$902.10	\$225.53	\$185.73	\$46.43	\$1,087.83	\$271.96
108	1	743	\$903.31	\$225.83	\$185.98	\$46.50	\$1,089.29	\$272.32
201	20	750	\$911.82	\$227.96	\$187.73	\$46.93	\$1,099.55	\$274.89
202	19	606	\$736.75	\$184.19	\$151.68	\$37.92	\$888.43	\$222.11
203	18	587	\$713.65	\$178.41	\$146.93	\$36.73	\$860.58	\$215.15
204	17	491	\$596.94	\$149.24	\$122.90	\$30.73	\$719.84	\$179.96
205	16	820	\$996.92	\$249.23	\$205.25	\$51.31	\$1,202.17	\$300.54
206	15	560	\$680.83	\$170.21	\$140.17	\$35.04	\$821.00	\$205.25
207	14	921	\$1,119.72	\$279.93	\$230.53	\$57.63	\$1,350.25	\$337.56
208	13	821	\$998.14	\$249.54	\$205.50	\$51.38	\$1,203.64	\$300.91
209	12	823	\$1,000.57	\$250.14	\$206.00	\$51.50	\$1,206.57	\$301.64
210	11	821	\$998.14	\$249.54	\$205.50	\$51.38	\$1,203.64	\$300.91
211	10	819	\$995.71	\$248.93	\$205.00	\$51.25	\$1,200.71	\$300.18
212	9	828	\$1,006.65	\$251.66	\$207.25	\$51.81	\$1,213.90	\$303.48
301	33	941	\$1,144.03	\$286.01	\$235.54	\$58.89	\$1,379.57	\$344.89
302	32	608	\$739.18	\$184.80	\$152.18	\$38.05	\$891.36	\$222.84
303	31	584	\$710.01	\$177.50	\$146.18	\$36.55	\$856.19	\$214.05
304	30	491	\$596.94	\$149.24	\$122.90	\$30.73	\$719.84	\$179.96
305	29	862	\$1,047.99	\$262.00	\$215.76	\$53.94	\$1,263.75	\$315.94
306	28	548	\$666.24	\$166.56	\$137.17	\$34.29	\$803.41	\$200.85
307	27	482	\$586.00	\$146.50	\$120.65	\$30.16	\$706.65	\$176.66
308	26	554	\$673.53	\$168.38	\$138.67	\$34.67	\$812.20	\$203.05
309	25	608	\$739.18	\$184.80	\$152.18	\$38.05	\$891.36	\$222.84
310	24	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
311	23	623	\$757.42	\$189.36	\$155.94	\$38.99	\$913.36	\$228.34
312	22	624	\$758.64	\$189.66	\$156.19	\$39.05	\$914.83	\$228.71
313	21	745	\$905.74	\$226.44	\$186.48	\$46.62	\$1,092.22	\$273.06
401	35	582	\$707.57	\$176.89	\$145.68	\$36.42	\$853.25	\$213.31
402	36	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
403	37	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
404	38	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
405	39	750	\$911.82	\$227.96	\$187.73	\$46.93	\$1,099.55	\$274.89
406	40	748	\$909.39	\$227.35	\$187.23	\$46.81	\$1,096.62	\$274.16
407	34	610	\$741.61	\$185.40	\$152.69	\$38.17	\$894.30	\$223.58
501	42	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
502	43	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
503	44	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
504	45	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
505	46	750	\$911.82	\$227.96	\$187.73	\$46.93	\$1,099.55	\$274.89
506	47	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
507	41	608	\$739.18	\$184.80	\$152.18	\$38.05	\$891.36	\$222.84
601	49	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
602	50	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
603	51	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
604	52	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
605	53	751	\$913.04	\$228.26	\$187.98	\$47.00	\$1,101.02	\$275.26
606	54	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
607	48	608	\$739.18	\$184.80	\$152.18	\$38.05	\$891.36	\$222.84
701	56	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
702	57	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59

**STRATA PLAN LMS-4155**  
**Special Levies (Combined) Schedule**

29-Feb-12  
 YEAR END: DECEMBER 31

**PASSED ON:** February 23, 2012  
**RE:** Sealant Renewal & Boiler Replacement  
**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	Sealant Renewal \$170,000.00	Monthly Due	Boiler Replacement \$35,000.00	Monthly Due	Total Levies \$205,000.00	Combined Levies Monthly Due
703	58	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
704	59	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
705	60	751	\$913.04	\$228.26	\$187.98	\$47.00	\$1,101.02	\$275.26
706	61	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
707	55	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
801	63	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
802	64	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
803	65	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
804	66	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
805	67	751	\$913.04	\$228.26	\$187.98	\$47.00	\$1,101.02	\$275.26
806	68	748	\$909.39	\$227.35	\$187.23	\$46.81	\$1,096.62	\$274.16
807	62	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
901	70	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
902	71	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
903	72	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
904	73	608	\$739.18	\$184.80	\$152.18	\$38.05	\$891.36	\$222.84
905	74	751	\$913.04	\$228.26	\$187.98	\$47.00	\$1,101.02	\$275.26
906	75	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
907	69	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1001	77	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1002	78	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
1003	79	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1004	80	608	\$739.18	\$184.80	\$152.18	\$38.05	\$891.36	\$222.84
1005	81	750	\$911.82	\$227.96	\$187.73	\$46.93	\$1,099.55	\$274.89
1006	82	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
1007	76	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1101	84	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1102	85	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
1103	86	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1104	87	608	\$739.18	\$184.80	\$152.18	\$38.05	\$891.36	\$222.84
1105	88	750	\$911.82	\$227.96	\$187.73	\$46.93	\$1,099.55	\$274.89
1106	89	750	\$911.82	\$227.96	\$187.73	\$46.93	\$1,099.55	\$274.89
1107	83	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1201	91	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1202	92	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
1203	93	583	\$708.79	\$177.20	\$145.93	\$36.48	\$854.72	\$213.68
1204	94	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1205	95	751	\$913.04	\$228.26	\$187.98	\$47.00	\$1,101.02	\$275.26
1206	96	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
1207	90	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1301	98	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1302	99	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
1303	100	584	\$710.01	\$177.50	\$146.18	\$36.55	\$856.19	\$214.05
1304	101	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1305	102	751	\$913.04	\$228.26	\$187.98	\$47.00	\$1,101.02	\$275.26
1306	103	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
1307	97	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1401	105	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1402	106	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
1403	107	583	\$708.79	\$177.20	\$145.93	\$36.48	\$854.72	\$213.68
1404	108	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1405	109	750	\$911.82	\$227.96	\$187.73	\$46.93	\$1,099.55	\$274.89
1406	110	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
1407	104	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1501	112	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1502	113	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
1503	114	584	\$710.01	\$177.50	\$146.18	\$36.55	\$856.19	\$214.05



**STRATA PLAN LMS-4155**  
**Special Levies (Combined) Schedule**

29-Feb-12  
 YEAR END: DECEMBER 31

**PASSED ON:** February 23, 2012  
**RE:** Sealant Renewal & Boiler Replacement  
**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	Sealant Renewal \$170,000.00	Monthly Due	Boiler Replacement \$35,000.00	Monthly Due	Total Levies \$205,000.00	Combined Levies Monthly Due
1504	115	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1505	116	750	\$911.82	\$227.96	\$187.73	\$46.93	\$1,099.55	\$274.89
1506	117	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
1507	111	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1601	119	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1602	120	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
1603	121	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1604	122	608	\$739.18	\$184.80	\$152.18	\$38.05	\$891.36	\$222.84
1605	123	751	\$913.04	\$228.26	\$187.98	\$47.00	\$1,101.02	\$275.26
1606	124	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
1607	118	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1701	126	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1702	127	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
1703	128	584	\$710.01	\$177.50	\$146.18	\$36.55	\$856.19	\$214.05
1704	129	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1705	130	752	\$914.25	\$228.56	\$188.23	\$47.06	\$1,102.48	\$275.62
1706	131	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
1707	125	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1801	133	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1802	134	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
1803	135	584	\$710.01	\$177.50	\$146.18	\$36.55	\$856.19	\$214.05
1804	136	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1805	137	752	\$914.25	\$228.56	\$188.23	\$47.06	\$1,102.48	\$275.62
1806	138	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
1807	132	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1901	140	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
1902	141	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
1903	142	584	\$710.01	\$177.50	\$146.18	\$36.55	\$856.19	\$214.05
1904	143	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
1905	144	752	\$914.25	\$228.56	\$188.23	\$47.06	\$1,102.48	\$275.62
1906	145	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
1907	139	609	\$740.40	\$185.10	\$152.44	\$38.11	\$892.84	\$223.21
2001	147	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
2002	148	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
2003	149	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
2004	150	605	\$735.54	\$183.89	\$151.43	\$37.86	\$886.97	\$221.74
2005	151	752	\$914.25	\$228.56	\$188.23	\$47.06	\$1,102.48	\$275.62
2006	152	750	\$911.82	\$227.96	\$187.73	\$46.93	\$1,099.55	\$274.89
2007	146	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
2101	154	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
2102	155	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
2103	156	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
2104	157	608	\$739.18	\$184.80	\$152.18	\$38.05	\$891.36	\$222.84
2105	158	753	\$915.47	\$228.87	\$188.48	\$47.12	\$1,103.95	\$275.99
2106	159	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
2107	153	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
2201	161	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
2202	162	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
2203	163	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
2204	164	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
2205	165	755	\$917.90	\$229.48	\$188.98	\$47.25	\$1,106.88	\$276.72
2206	166	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
2207	160	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
2301	168	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
2302	169	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
2303	170	587	\$713.65	\$178.41	\$146.93	\$36.73	\$860.58	\$215.15

**STRATA PLAN LMS-4155  
Special Levies (Combined) Schedule**

29-Feb-12  
YEAR END: DECEMBER 31

**PASSED ON:** February 23, 2012  
**RE:** Sealant Renewal & Boiler Replacement  
**PAYMENT PLAN:** Payable over 4 months, commencing April 1, 2012

UNIT	S.L.	U/E	Sealant Renewal \$170,000.00	Monthly Due	Boiler Replacement \$35,000.00	Monthly Due	Total Levies \$205,000.00	Combined Levies Monthly Due
2304	171	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
2305	172	755	\$917.90	\$229.48	\$188.98	\$47.25	\$1,106.88	\$276.72
2306	173	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
2307	167	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
2401	175	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
2402	176	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
2403	177	587	\$713.65	\$178.41	\$146.93	\$36.73	\$860.58	\$215.15
2404	178	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
2405	179	752	\$914.25	\$228.56	\$188.23	\$47.06	\$1,102.48	\$275.62
2406	180	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
2407	174	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
2501	182	586	\$712.44	\$178.11	\$146.68	\$36.67	\$859.12	\$214.78
2502	183	490	\$595.72	\$148.93	\$122.65	\$30.66	\$718.37	\$179.59
2503	184	587	\$713.65	\$178.41	\$146.93	\$36.73	\$860.58	\$215.15
2504	185	607	\$737.97	\$184.49	\$151.93	\$37.98	\$889.90	\$222.48
2505	186	749	\$910.61	\$227.65	\$187.48	\$46.87	\$1,098.09	\$274.52
2506	187	747	\$908.17	\$227.04	\$186.98	\$46.75	\$1,095.15	\$273.79
2507	181	608	\$739.18	\$184.80	\$152.18	\$38.05	\$891.36	\$222.84
2601	189	568	\$690.55	\$172.64	\$142.17	\$35.54	\$832.72	\$208.18
2602	190	465	\$565.33	\$141.33	\$116.39	\$29.10	\$681.72	\$170.43
2603	191	570	\$692.98	\$173.25	\$142.67	\$35.67	\$835.65	\$208.91
2604	192	561	\$682.04	\$170.51	\$140.42	\$35.11	\$822.46	\$205.62
2605	193	738	\$897.23	\$224.31	\$184.72	\$46.18	\$1,081.95	\$270.49
2606	194	737	\$896.02	\$224.01	\$184.47	\$46.12	\$1,080.49	\$270.12
2607	188	563	\$684.47	\$171.12	\$140.92	\$35.23	\$825.39	\$206.35
2701	196	569	\$691.77	\$172.94	\$142.42	\$35.61	\$834.19	\$208.55
2702	197	465	\$565.33	\$141.33	\$116.39	\$29.10	\$681.72	\$170.43
2703	198	570	\$692.98	\$173.25	\$142.67	\$35.67	\$835.65	\$208.91
2704	199	561	\$682.04	\$170.51	\$140.42	\$35.11	\$822.46	\$205.62
2705	200	736	\$894.80	\$223.70	\$184.22	\$46.06	\$1,079.02	\$269.76
2706	201	737	\$896.02	\$224.01	\$184.47	\$46.12	\$1,080.49	\$270.12
2707	195	562	\$683.26	\$170.82	\$140.67	\$35.17	\$823.93	\$205.98
2801	203	568	\$690.55	\$172.64	\$142.17	\$35.54	\$832.72	\$208.18
2802	204	465	\$565.33	\$141.33	\$116.39	\$29.10	\$681.72	\$170.43
2803	205	569	\$691.77	\$172.94	\$142.42	\$35.61	\$834.19	\$208.55
2804	206	562	\$683.26	\$170.82	\$140.67	\$35.17	\$823.93	\$205.98
2805	207	736	\$894.80	\$223.70	\$184.22	\$46.06	\$1,079.02	\$269.76
2806	208	735	\$893.59	\$223.40	\$183.97	\$45.99	\$1,077.56	\$269.39
2807	202	562	\$683.26	\$170.82	\$140.67	\$35.17	\$823.93	\$205.98
3201	214	1276	\$1,551.31	\$387.83	\$319.39	\$79.85	\$1,870.70	\$467.68
3202	209	1168	\$1,420.01	\$355.00	\$292.36	\$73.09	\$1,712.37	\$428.09
3203	210	1321	\$1,606.02	\$401.51	\$330.65	\$82.66	\$1,936.67	\$484.17
3204	211	1322	\$1,607.24	\$401.81	\$330.90	\$82.73	\$1,938.14	\$484.54
3205	212	1209	\$1,469.86	\$367.47	\$302.62	\$75.66	\$1,772.48	\$443.12
3206	213	1276	\$1,551.31	\$387.83	\$319.39	\$79.85	\$1,870.70	\$467.68
TOTAL U/E		139830	\$170,000.16	\$42,500.04	\$35,000.17	\$8,750.04	\$205,000.33	\$51,250.08
				X4		X4		
				\$170,000.16		\$35,000.17		