

**STRATA COUNCIL MEETING MINUTES
STRATA PLAN LMS 3459 – "THE VOGUE"
124 WEST 3rd STREET, NORTH VANCOUVER, BC**

HELD: Monday, March 24th, 2014

LOCATION: Unit #208 – 124 West 3rd Street, North Vancouver, BC

PRESENT: Natalie Pavlakovic
Dora Kardi
Louise Biggar
Veronique Dunand
Kevin Chicquen

MANAGING AGENT: Mike Burton, *Strata Agent, Ascent Real Estate Management Corporation*

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

APPROVAL OF PREVIOUS MINUTES

There being no errors or omissions noted, it was **MOVED, SECONDED** and **CARRIED** to approve the minutes of the council meeting held on January 27th, 2014 as distributed.

FINANCIAL REPORT

1. **Financial Statements:** The financial statements for January and February 2014 were presented. After review, it was **MOVED, SECONDED** and **CARRIED** to approve the financial statements to date as presented.
2. **Accounts Receivable:** The strata agent will follow up with any owners in arrears.

BUSINESS ARISING

1. **Depreciation Report:** RDH Engineering completed the Draft of the Depreciation Report and this has been submitted to council for review. After any amendments have been made, the final Report will be printed and copies made available to all owners. Representatives from RDH Engineering will attend the Annual General Meeting and review the Report and address any questions from the owners.
2. **Bylaw Review:** The strata agent will forward a copy of a bylaw template to council. If council feels this is suitable for our building, a copy will be ordered and amended as required. A Special General Meeting will then be scheduled for the owners to vote on the bylaw review.
3. **Bike Room:** All the bikes in the bike room were tagged, and there are no abandoned bikes.
4. **Garbage Collection:** The strata agent will arrange for Waste Management to contact council and set up a meeting to discuss available options for the garbage collection and recycling.

5. **Hallway Flooring:** This issue will be discussed further once the Depreciation Report has been finalized and will be raised at the Annual General Meeting.
6. **Lobby Upgrade:** The possibility of replacing the lobby furniture was discussed and this will be raised for discussion at the Annual General Meeting.

CORRESPONDENCE

1. **Bylaw Infraction Response:** An owner submitted a letter in response to a bylaw infraction letter. Council discussed the matter and the strata agent was directed to respond to the owner with council's decision.

NEW BUSINESS

1. **Proposed Budget:** A draft of the Proposed Budget for the next fiscal year was presented and reviewed. After discussion and amending some line items, council approved the proposed budget and the strata agent was directed to proceed with the Notice of Call for the Annual General Meeting.
2. **Commercial Isolation Valve:** A quote submitted by Latham's to install an isolation valve that would allow for the commercial units to be separated from the residential units was presented and discussed. After discussion, council felt that the expense was unwarranted at this time. This would be revisited in the future if necessary.
3. **Make Up Air Unit Maintenance:** A quote submitted by Latham's for the inspection of the heat exchanger in the rooftop Make Up Air Unit and to install a new igniter and flue collar was presented and reviewed. After discussion, it was **MOVED, SECONDED** and **CARRIED** to accept the quote as presented. The strata agent will notify Latham's accordingly.
4. **Concrete Crack Repair:** There is a minor crack in the parkade concrete that requires repair. Council will notify the agent of the parking stall where the repair is required.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:00 p.m.

NEXT MEETING DATE

April 23rd, 2014 – Annual General Meeting.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of the Owners' Strata Plan LMS 3459

Mike Burton
Strata Agent
MB/cvb
Email: mburton@ascentpm.com
Office Number: 604-293-2417
After Hours Paging Service: 604-293-2459

*Ascent Real Estate Management Corporation – 2176 Willingdon Avenue, Burnaby, BC V5C 5Z9
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**STRATA COUNCIL MEETING MINUTES
STRATA PLAN LMS 3459 – "THE VOGUE"
124 WEST 3rd STREET, NORTH VANCOUVER, BC**

HELD: Monday, August 11, 2014

LOCATION: Unit #208 – 124 West 3rd Street, North Vancouver, BC

PRESENT: Natalie Pavlakovic
Dora Kardi
Veronique Dunand
Kevin Chicquen
Farzina Coladon
Stefan Becu

REGRETS: Richard Biggar

MANAGING AGENT: Florin Dragoiu, *Strata Agent, Ascent Real Estate Management Corporation*

PLEASE NOTE

Ascent Real Estate Management Corporation has assigned Florin Dragoiu as the new Strata Agent for "The Vogue" He can be reached at 604-293-2402 or by email at fdragoiu@ascentpm.com.

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

APPROVAL OF PREVIOUS MINUTES

There being no errors or omissions noted, it was **MOVED, SECONDED** and **CARRIED** to approve the minutes of the Council meeting held on March 24, 2014 as distributed.

FINANCIAL REPORT

1. **Financial Statements:** Council has not received the statements and deferred the approval for the next meeting.
2. **Accounts Receivable:** The Strata Agent will follow up with any owners in arrears. Council requested an inquiry regarding a chargeback in relation with damage to the elevator and a move-in fee.
3. **Water Damage Insurance Deductible increase from \$5000 to \$10,000:** Owners are advised to purchase personal liability coverage in order to be covered for the applicable deductibles. Please find attached the new Summary of Coverages to be saved in your files and presented to you insurer for policy updating purposes.

NEW BUSINESS

1. **Hallway Flooring:** Council is investigating options for this project and will update owners when the time comes.
2. **Window Washing:** Work has been completed after the company returned for deficiencies three times. It was **MOVED, SECONDED, and CARRIED** to approve payment.
3. **Visitor Parking:** Due to the high temperature in the visitor parking area, Council will investigate options for dispersing the heat through the parkade vents.

CORRESPONDENCE

1. A letter from an owner requesting permission for a home based business has been received. The type of business will not cause any noise, or create more foot traffic in the building. It was **MOVED, SECONDED and CARRIED** to approve the request.
2. The owner situated first on the rental wait list contacted the Strata. As a rental unit has been sold, a rental space is now available and the owner will be permitted to rent within 90 days from receipt of written confirmation. If after 90 days the unit has not been rented, permission will expire and the next owner on the waiting list will have the option to rent.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:00 p.m.

NEXT MEETING DATE

The next meeting has not been scheduled.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of the Owners' Strata Plan LMS 3459



Florin Dragoiu
Strata Agent

FD/js

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**STRATA COUNCIL MEETING MINUTES
STRATA PLAN LMS 3459 – “THE VOGUE”
124 WEST 3rd STREET, NORTH VANCOUVER, BC**

HELD: November 13, 2014

LOCATION: Unit #208 – 124 West 3rd Street, North Vancouver, BC

PRESENT: Natalie Pavlakovic Stefan Becu
Kevin Chicquen Farzina Coladon
Richard Biggar

REGRETS: Dora Kardi Veronique Dunand

MANAGING AGENT: Florin Dragoiu, *Strata Agent, Ascent Real Estate Management Corporation*

CALL TO ORDER

The meeting was called to order at 6:30 p.m.

APPROVAL OF PREVIOUS MINUTES

There being no errors or omissions noted, it was **MOVED, SECONDED** and **CARRIED** to approve the minutes of the Council meeting held on August 11, 2014 as distributed.

FINANCIAL REPORT

1. **Financial Statements:** March to September, Approved.
2. **Accounts Receivable:** The Strata Agent will follow up with any owners in arrears and send appropriate reminder letters.

NEW BUSINESS

1. **Common Areas Carpet Replacement:** After much discussion, it was **MOVED, SECONDED** and **CARRIED** (unanimously) to approve initiating the carpet replacement from the common areas with carpet tiles. This decision comes after many complaints from owners regarding the state of the carpet. The project has been estimated at \$15,000.00.

At the coming Annual General Meeting in January 2015 a resolution will be presented to the owners for approving this expense. At the same time a resolution will be presented to the owners for approval of funding the interior hallways painting to be done at the same time as the carpet replacement.

2. **Visitor Parking:** Due to the high temperature in the visitor parking area in the summer months, Lathams will reverse a fan operation bringing fresh air inside.
3. **Fireplace Inspections:** Council requested the Strata Agent to schedule a safety inspection in all the units. Owners are reminded that the responsibility for maintaining/replacing the fireplaces is theirs. We strongly encourage full participation.

4. **Bylaws Review:** Council is working on amendments to the bylaws that will be presented to a lawyer for a final review. The proposed amendments will be presented for approval at the next General Meeting. This became necessary due to the fact that the bylaws are outdated and the need to tailor them according to the needs of the Corporation.
5. **Visitor Parking Policy:** The same lawyer will be contracted to compile a visitor parking policy where usage limits will be determined in conjunction with the bylaws.
6. **Plumbing Issues:** Two water leaks have recently occurred with minimal damage to the property. The Plumbers recommended and will present a price for replacing the third floor re-circulation pipe that seems to be corroded. Council will decide upon price at that time. In the meantime, the two affected units will be repaired.
7. **Parkade Power Washing:** Will be scheduled shortly.
8. **Interior Paint Touch-ups:** The contractor to return at no cost to the strata to re-paint the 2nd floor with the correct color finish.
9. **Dryer Vent Cleaning:** The Exterior dryer vent cleaning will be scheduled soon.

CORRESPONDENCE

1. An owner complained about a faulty window caulking. Arrangements for replacement have been put in place.
2. **Mailbox Lock Issue:** An owner complained about not being able to open their mailbox and it was directed to a locksmith company for replacement. Owners are reminded that the locks on the mailboxes are the owner's responsibility to replace/maintain.
3. Neighboring restaurant complained about the debris and fruits the strawberry tree drops on to their skylight. Council agreed to have the landscaper cut back the tree as much as possible and even removing it if this doesn't work.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:30 p.m.

NEXT MEETING DATE

The next meeting has not been scheduled.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of the Owners' Strata Plan LMS 3459

Florin Dragoiu
Strata Agent
FD/cvb
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LMS-3459 – THE VOGUE
Strata Council Meeting Minutes

Held: Monday July 13, 2015 at 6:30 PM at 208 – 124 West 3rd Street, North Vancouver, BC

Present

Kevin Chicquen
Natalie Pavlakovic
Veronique Dunand
Dora Kardi
Stefan Becu
Farzina Coladon

Regrets

None

Agent: C&C PROPERTY GROUP LTD,
Cam Carruthers, Representing

Quorum met – The Agent asked if there were any objections to him chairing the meeting. There were none.

Minutes

It was MOVED/SECONDED/CARRIED to accept the minutes from the November 13, 2014 meeting of the strata council.

Financial Statements

No financial statements were reviewed during this meeting due to the change in management companies on July 1, 2015.

Business Arising

1. None

New Business

1. **Introduction** - The Agent introduced himself and discussed the management contract with Council. The Agent will attend four council meetings per year and attend the AGM. The Agent will schedule work as per the pre-determined maintenance schedule as well as any items that are approved by Council during their meetings.
2. **Insurance** – The current property insurance expires July 31, 2015. The Agent provided the renewal documents to Council and explained the rationale behind prorating the insurance from August 1, 2015 to May 1, 2016 to benefit from the bulk purchasing through the C&C

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program with CMW. There was a premium increase, due to the 10% increase to the value of the strata, in accordance with the most recent appraisal. The Agent advised Council that the “All Other Losses Deductible” has been reduced to \$1,000, the “Legal Services Retainer” has been included and the “Extended Replacement Cost” extension has increased from 10% to 30%. The Agent advised Council that they could lower the Earthquake Deductible from 10% to 5% for an additional fee of \$2,519. Council declined this reduced deductible.

3. **Strata Plan and Bylaws** – The Agent discussed the need to have copies of the strata plan and bylaws that are registered at the land titles office (LTO) and asked Council to provide authorization for The Agent to pull these documents on behalf of the strata corporation. It was MOVED/SECONDED/CARRIED to authorized C&C Property Group Ltd. to order the strata plan and the bylaws from the LTO.
4. **Parking / Locker List** – The Agent asked Council if there was a map of the parking stalls and lockers. There is no map that Council is aware of.
5. **Rental Wait List** – The Agent reviewed the rental wait list that was provided by the former management company with Council. There were two modifications to the list. As of July 13, 2015, there are eight (8) residential units that are rented which is the maximum number of residential units that can be rented under the current bylaws. As of July 13, 2015 there are five (5) owners on the rental wait list. The Agent will ensure that there is a *Form K – Notice of Tenant’s Responsibilities* for every unit that is currently rented.
6. **Annual Maintenance List** – The Agent discussed the annual maintenance list for maintaining the strata common property. Council provided additional information to complete this list. The Agent will use this list to schedule maintenance activities that occur annually or more frequently.
7. **Painting / Carpet Project** – Council indicated to The Agent that the painting and carpet project will begin in August, 2015. This is a project that is managed by Council but The Agent will prepare notices for Council.
8. **Hot Water Storage Tanks** – It was MOVED/SECONDED/CARRIED to accept Latham’s quote to replace the two hot water storage tanks for a total of \$6,870 plus GST. The Agent will have Latham’s schedule this replacement work.
9. **Building Keys** – The Agent received a set of building keys from the former management company and will need to spend some time at the building to determine what the keys are for. Once the keys are identified, they will be clearly marked and available for contractors to sign them out for service calls. The Agent will keep an elevator service key to be signed out by residents moving in and out of the building.
10. **Bike Room** – Council advised The Agent that there are two bicycles that are not being used and are at the front of the bicycle room which is making it difficult for others who regularly

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use their bicycles to get out of the bicycle room. The Agent will send letters to the owners of the two bicycles.

11. **Front Interlocking Brick** – Council reported that there are weeds growing in the interlocking brick and asked The Agent if the janitor could pull some of the weeds. The Agent will review the janitorial scope of work to see if this can be added to the current scope.
12. **Fan in Garbage Room** – Council asked The Agent to have a contractor in to get the garbage room fan operational.
13. **Cardboard and Air Conditioner in Windows** – Council noted that owners on the 5th floor have put cardboard and a window mounted air conditioner in north facing windows. The Agent will write letters to both owners reminding them of the bylaws.
14. **Bylaw Violation** – Council received a complaint about excessive noise from barking dogs. The Agent will prepare a bylaw violation letter to the owner.

Adjournment

There being no further business to discuss the meeting was adjourned at 8:02 PM. The next meeting of council will be held on Monday October 19, 2015 at 6:00pm.

Cam Carruthers

C & C PROPERTY GROUP LTD.

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Strata Council Meeting Minutes

Held: Monday October 19, 2015 at 6:30pm at 208 – 124 West 3rd Street, North Vancouver, BC

Present

Kevin Chicquen, President
Natalie Pavlakovic
Stefan Becu, Treasurer
Farzina Coladon

Regrets

Veronique Dunand
Dora Kardi

Agent: C&C PROPERTY GROUP LTD,
Cam Carruthers, Representing

Quorum met – The Agent asked if there were any objections to him chairing the meeting. There were none.

Minutes

It was MOVED/SECONDED/CARRIED to accept the minutes from the July 13, 2015 meeting of the strata council.

Financial Statements

It was MOVED/SECONDED/CARRIED to accept the financial statements for July, August and September, 2015. Council advised the Agent to send demand letters to owners more than 30 days in arrears.

Business Arising

1. **Bylaws and Rules** – Council discussed reviewing and updating the strata Bylaws. The Agent will provide a copy of the Standard Bylaws under the *Strata Property Act* to assist Council with this review. There are currently no rules for the strata.
2. **Map of Parking** – There is no map detailing the parking spaces in the resident parking level. When time permits, Council or the Agent will prepare a map of the parking spaces to complete the parking allocation records.
3. **Rental Wait List** – With recent ownership changes in the building, the number of residential rentals is currently six. The bylaws allow for eight so Council has asked the Agent to notify the next two owners on the rental wait list that they can rent their units.
4. **Bike Room** – Council provided the key for the bike room to the Agent. Any owner or resident that needs to make a copy of the bike room key are to contact the Agent and arrange to sign-out the bike room key to make a copy.

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5. **Weeds out Front** – It has been reported that the interlocking brick out front has weeds growing through them. Council reviewed the scope of work that is done by the janitor and it does not include weeding. The Agent will ask Great Canadian Landscape Company Ltd. to provide a quote to weed and maintain the area out front of the building.

New Business

1. **Elevator Contract** – At the request of Council, the Agent obtained a copy of the Richmond Elevator Maintenance Limited (“REML”) contract. The contract is for a term of three years and renews for additional three year terms if not terminated. The next renewal date is March 1, 2017. Termination requires 90 days’ notice so if Council wishes to terminate, notice must be delivered to REML no later than December 1, 2016.
2. **Janitorial Duties** – it has been reported that the janitor is sweeping in the back alley again. Council asked the Agent for a copy of the janitorial scope of work and to contact the janitorial company to have the janitor spend more time in the front of the building and less time in the back alley.
3. **Reversal of Parking Garage Fan** – Council has been in discussion with Latham’s about the possibility of reversing the parking garage fan. The Agent will put a call into Latham’s to see if this project can be revisited.
4. **Phone Line Update** – The Agent was able to get through to TELUS to discuss the three phone lines that are in use in the building. The elevator line has not been working for some time. Both TELUS and the elevator company have been on-site to repair. Currently the phone is operational but requires some final modifications by TELUS so it will call REML directly when lifted from its handset. Note to all residents: this phone in the elevator is for emergency use if you become trapped in the elevator. Until this phone is operational, please carry a cell phone and contact the elevator company (REML) by dialing 604-274-8441 - their 24-hr emergency line. The Agent was also able to get TELUS to reduce the monthly fee for the three telephone lines due to their limited usage.
5. **Fire Plan** – Council is in the process of reviewing the fire plan for the building. The Agent was able to confirm with Council that the emergency lighting is rated for only 30 minutes so the most recent power outages were of a much longer duration and the emergency lighting batteries had already been depleted.
6. **Garbage Room Door** – Council asked the Agent to obtain a quote to replace the garbage room door.
7. **Vehicles in Parkade** – Council has noticed a number of vehicles that are not authorized to park in the commercial parking stalls (C1 to C11). A reminder to all residents that the commercial parking stalls are for short-term use by customers of the commercial units. Council will continue to monitor the parking situation.

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8. **Preventative Maintenance** – The Agent provided Council with a preventative maintenance schedule that will be used by the Agent to schedule annual maintenance throughout the year. Council authorized the Agent to proceed with the winterization of the parking area dry sprinkler system. Council has volunteered to inspect the roof drains to ensure they are clear of debris. Council asked the Agent to obtain a quote from FirePro to do monthly testing of the fire equipment.
9. **Fireplace Inspections** – It is recommended that all residents have their gas fireplace inspected to ensure it is operating correctly. Fireplaces Unlimited (604-415-9330) has serviced the fireplaces at The Vogue in the past. Residents can contact them to schedule a service for their fireplace. The cost is approximately \$125.

Correspondence

1. **Unit 308** – The owner of unit 308 wrote a letter dated July 24, 2015 requesting that the fine be reversed on their statement of account. After some discussion, Council agreed to reverse the fine.
2. **Unit 510** – The owner of unit 510 wrote a letter dated September 9, 2015 requesting that the move-in fee be waived. After some discussion, Council agreed to waive the move-in fee.
3. **Unit 204** – The owner of unit 204 emailed the Agent on September 15, 2015 to ask about the dead Yew trees in their patio area. The Agent has asked the landscape company to quote on the replacement of these yew trees.
4. **Unit 303** – The owner of unit 303 emailed the Agent on October 19, 2015 requesting Council approval to proceed with the replacement of the flooring with laminate. Council approved this request on the condition that the owner use “**Floor Muffler**” 74/73 made in the USA as the underlay and to provide a receipt to the Agent. The owner is also to complete and sign an Assumption of Responsibility Agreement (available through the Agent or from the strata’s website).

Adjournment

There being no further business to discuss the meeting was adjourned at 8:15 PM. The next meeting of council will be held on Monday January 25, 2016 at 6:30pm.

Cam Carruthers

C & C PROPERTY GROUP LTD.

LMS-3459 – THE VOGUE
Strata Council Meeting Minutes

Held: Monday January 25, 2016 at 6:30pm at 208 – 124 West 3rd Street, North Vancouver, BC

Present

Kevin Chicquen, President
Natalie Pavlakovic
Stefan Becu, Treasurer
Farzina Coladon
Veronique Dunand
Dora Kardi

Agent: C&C PROPERTY GROUP LTD,
Cam Carruthers, Representing

Quorum met – The Agent asked if there were any objections to him chairing the meeting. There were none.

Minutes

It was MOVED/SECONDED/CARRIED to accept the minutes from the October 19, 2015 meeting of the strata council.

Financial Statements

It was MOVED/SECONDED/CARRIED to accept the financial statements for October, November and December, 2015. Council advised the Agent to send demand letters to owners more than 30 days in arrears.

Business Arising

1. **Bylaws** – Council discussed reviewing and updating the Bylaws. More specifically, Council is recommending changing the Rental Bylaw to add clarity to the rental process and to the wait list process. Council is planning on having the changes / amendments to the Bylaws at the next AGM in April.
2. **Rental Wait List** – With recent ownership changes in the building, the number of residential rentals is currently seven. The bylaws allow for eight so Council has asked the Agent to notify the next owner on the rental wait list that they can rent their unit.
3. **Parking Issues** – There were issues with residents parking in visitor parking between October and December, 2015. Council monitored the situation and left violation notices on vehicles when necessary. At Council's request, the Agent sent warning letters. Council will continue to monitor the visitor parking. All residents are to be reminded that visitor parking shall only be used for the use of visitors. Residents are not permitted to park in stalls

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allocated for Visitor Parking (*Bylaw 34 (2)*). Guests and visitors may be parked in visitor parking for a maximum of 3 days. Extensions to maximum of 1 week may be granted by the Strata Council only (*Bylaw 34 (2) (a)*). Also, vehicles parked in violation of any Bylaws or Rules shall be towed at the vehicle owner's expense (*Bylaw 34 (3)*).

4. **Parking Garage Fan** – Council has been working on a way to exhaust excess heat from the visitor parking garage. A proposal put forth by Council (reversing the exhaust fans) has met with resistance by Latham's. In order to move ahead with this issue, Council is proposing the addition of a fan which will vent out to the alley. The Agent is to bring this proposal to the attention of Latham's.
5. **TELUS Phone Lines** – The Agent has been working through the TELUS invoices. There are three phone lines in use by the strata, one for the elevator phone, one for the fire alarm monitoring and one for the enterphone. The Agent is also working with TELUS on obtaining preferred rates for these three phone lines.
6. **Fire Plan** – The Strata Corporation has a fire plan which is located in the Fire Plan box (black box) in the lobby. Working with the City of North Vancouver Fire Department, Council has been able to modify the "Fire Plan box" so both the Fire Department and Council has access to the Fire Plan. Council is currently updating the Fire Plan and will ensure the information is up-to-date. A section of the Fire Plan needs to be provided to new Owners so the Agent will work with Council on preparing a "welcome package".

New Business

1. **Leak in 210 / 120** – On December 22, 2015, there was a sewer leak in 210 that affected unit 120 as well as the lobby. Canstar Restoration is currently working with the insurance companies to restore the property.
2. **2016 Budget** – The Agent provided a draft budget for 2016 for review by Council. Questions were raised about the current surplus in the operating fund. After discussion, Council agreed to present the budget for approval by the Owners at the AGM.
3. **Janitorial Company** – The current janitorial company is proposing a 7% increase in their fee. They have not increased their fee in the past five years. Council agreed to incorporate this increase into the 2016 budget and to review other janitorial quotes in the upcoming year.
4. **Landscaping Company** – Council reviewed the quote from Great Canadian Landscaping Company for landscape services in 2016. The scope is similar to what was provided in 2015. Council agreed to continue with Great Canadian Landscaping Company for 2016.
5. **Repair Quotes** – Council reviewed repair quotes for the following:
 - a. Aluminium edge protectors (4' in height) on corners to floors 1 through 5;
 - b. Filling ceiling cracks on 5th floor hallway;
 - c. Replace garbage room door;

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Council agreed to proceed with the filling of the ceiling cracks on the 5th floor and to have the contractor fill cracks on the 4th floor ceiling at the same time. The Agent is to provide Council with a photo of the aluminium edge protectors. Council agreed to not proceed with the replacement of the garbage room door at this time.

6. **Keys** – All members of Council were provided with a key to access the electrical and mechanical room.
7. **Wall Stains** – The walls were painted in 2015. There have been some stains reported and the janitorial contract does include “spot cleaning of walls”. The Agent will contact the janitorial company to ensure their cleaning staff attends to any wall stains during their scheduled visits. All Owners are asked to do their part in keeping the building looking great.
8. **Preventative Maintenance** – The Agent will obtain quotes for the following items that are to be scheduled in the spring:
 - a. Annual Fire Inspection – March;
 - b. Carpet Cleaning – March or April;
 - c. Pressure Washing parkade, stairwells, sidewalks and 2nd floor walkway - April;
 - d. Washing of non-accessible windows – April;

Adjournment

There being no further business to discuss the meeting was adjourned at 8:15 PM. The AGM has been tentatively scheduled for Wednesday April 13, 2016. The next meeting of council will be held after the AGM in April on a date yet to be determined.

Cam Carruthers

C & C PROPERTY GROUP LTD.

**ANNUAL GENERAL MEETING MINUTES
STRATA PLAN LMS 3459 – "THE VOGUE"
124 WEST 3rd STREET, NORTH VANCOUVER, BC**

HELD: Wednesday, April 23rd, 2014
PLACE: Entrance Lobby
MANAGING AGENT: Mike Burton, Strata Agent, Ascent Real Estate Management Corporation
GUEST: Jason Dunn, RDH Building Engineering Ltd.

REGISTRATION

Upon arrival, the owners signed next to their strata lot on the registration sheet provided to determine a tally for quorum. Voting cards were issued to all eligible voters.

RDH PRESENTATION

Prior to calling the meeting to order, the strata agent introduced Jason Dunn of RDH Building Engineering Ltd. to the owners. Jason then presented a PowerPoint presentation of the Depreciation Report for The Vogue, including the various funding models. Jason emphasized that the Depreciation Report was a funding tool to assist council to plan for future maintenance and replacement issues. The ultimate decision regarding the funding still rests with the owners. After answering questions from the floor, council thanked Jason for attending and he then left the meeting.

CALL TO ORDER

The meeting was called to order at 7:30 p.m.

QUORUM REPORT

Registration confirmed that there were fifteen (15) owners present in person or by proxy, which satisfied the one-third quorum requirement under the *Strata Property Act of British Columbia* and the meeting was declared competent to proceed.

PROOF OF NOTICE

The Notice of Call was mailed to all owners on April 2nd, 2014. It was **MOVED** by unit #409 and **SECONDED** by unit #205 to accept the notice as delivered.

MOTION CARRIED UNANIMOUSLY.

MINUTES OF PREVIOUS GENERAL MEETING

There being no errors or omissions noted in the minutes of the General Meeting held on April 22nd, 2013, it was **MOVED** by unit #204 and **SECONDED** by unit #406 to approve the minutes as circulated.

MOTION CARRIED UNANIMOUSLY.

COUNCIL REPORT

Council President Natalie Pavlakovic addressed the owners and presented a report and overview of the issues that were dealt with during the past fiscal year and plans for the upcoming year. Some of the issues being discussed for this year are:

- a) Common area carpets.
- b) Replacement of the lobby furniture.
- c) Options to increase contributions to the Contingency Reserve Fund.
- d) Possibility of renting two of the visitors parking stalls to residents. Funds will be added to the CRF.
- e) Building cleaning.
- f) Tree and vine pruning.

INSURANCE COVERAGE REPORT

Under the *Strata Property Act*, section 154, the insurance coverage will be reviewed and reported to the ownership annually. A detailed insurance report was distributed with the Notice of Call. The strata agent reminded owners that all personal belongings and self-funded improvements within the strata lot are not covered by the strata's insurance policy. It is strongly recommended that individual owners carry sufficient household insurance to cover personal effects and ensure that their policies cover any deductible that may be charged back to their strata lot.

APPROVAL OF PROPOSED BUDGET

The strata agent spoke to the budget. It was **MOVED** by unit #409 and **SECONDED** by unit #408 to approve the proposed budget as presented. The matter was then opened to the floor for discussion. The fiscal year ended with a surplus in the operating account in the amount of \$16,956.29. This surplus will be transferred into the Contingency Reserve Fund. After answering questions from the floor a vote was called.

MOTION CARRIED UNANIMOUSLY.

ELECTION OF STRATA COUNCIL

Under the *Strata Property Act* the strata council members are deemed to retire from office at the Annual General Meeting. The following individuals were nominated or volunteered to be members of strata council for the next year.

Dora Kardi	unit #120	Natalie Pavlakovic	unit #205
Stefan Becu	unit #301	Richard Biggar	unit #207
Kevin Chicquen	unit #208	Veronique Dunand	unit #406
Kamala Rupnarain	unit #505	Farzina Coladon	unit #408

There were no further nominations. As the strata corporation bylaws limits the number of council members to a maximum of seven, this will be discussed at the next council meeting and one of the above will be asked to act as the Depreciation Report Committee.

ADJOURNMENT

There being no further business, the meeting was terminated at 8:10 p.m.

Ascent Real Estate Management Corporation
Managing Agents
On behalf of the Owners' Strata Plan LMS 3459

Mike Burton
Strata Agent

MB/an

Email: mburton@ascentpm.com
Office Number: 604-293-2417
After Hours Paging Service: 604-293-2459

When you sell your property, you may be requested to produce at least two years of strata council meeting minutes. Therefore, it is recommended to properly file and retain the entire year's strata records. Service charges apply to obtain additional copies of the strata meeting minutes from the managing agency.

*Ascent Real Estate Management Corporation - 2176 Willingdon Avenue, Burnaby, BC V5C 5Z9
Phone: 604-431-1800 Fax: 604-431-1818 Email: ascent@ascentpm.com Website: www.ascentpm.com*

**ANNUAL GENERAL MEETING MINUTES
STRATA PLAN LMS 3459 – "THE VOGUE"
124 WEST 3rd STREET, NORTH VANCOUVER, BC**

HELD: Thursday, April 23, 2015

PLACE: Entrance Lobby

MANAGING AGENT Florin Dragoiu, Strata Agent, *Ascent Real Estate Management Corporation*
The agent was not present at the meeting.

REGISTRATION

Upon arrival, the owners signed next to their strata lot on the registration sheet provided to determine a tally for quorum. Voting cards were issued to all eligible voters.

CALL TO ORDER

The meeting was called to order at 6:30 p.m. and chaired by Natalie Pavlakovic.

QUORUM REPORT

Registration confirmed that there were twenty-three (23) owners present in person or by proxy, which satisfied the one-third quorum requirement under the *Strata Property Act of British Columbia* and the meeting was declared competent to proceed.

PROOF OF NOTICE

The Notice of Call was mailed to all owners on April 8, 2015 not satisfying the Act requirements. It was **MOVED** and **SECONDED** to waive the proof of notice deeming the meeting competent to continue.

MOTION CARRIED.

MINUTES OF PREVIOUS GENERAL MEETING

There being no errors or omissions noted in the minutes of the General Meeting held on April 23, 2014, it was **MOVED** and **SECONDED** to approve the minutes as circulated.

MOTION CARRIED

COUNCIL REPORT

by Kevin Chicquen

Kevin made note of the work done by this, and the last few Strata Councils, in bringing in the expenditures under budget for the last 3 years. Even though this is commendable, it is not enough savings to cover upcoming expenditures outlined in the Contingency Plan Report.

INSURANCE COVERAGE REPORT

Under the *Strata Property Act*, section 154, the insurance coverage will be reviewed and reported to the ownership annually. A detailed insurance report was distributed with the Notice of Call. The owners were reminded that all personal belongings and self-funded improvements within the strata lot are not covered by the strata's insurance policy. It is strongly recommended that individual owners carry sufficient household insurance to cover personal effects and ensure that their policies cover any deductible that may be charged back to their strata lot.

APPROVAL OF PROPOSED BUDGET

The chair spoke to the budget; the budget reflected a 9% increase due to the increased contribution to the Contingency Reserve Fund from \$5,000.00 to \$20,000.00.

It was **MOVED** and **SECONDED** to approve the proposed budget as presented. The matter was then opened to the floor for discussion.

MOTION CARRIED

3/4 VOTE RESOLUTION #1: TRANSFER OF SURPLUS/DEFICIT TO THE CONTINGENCY RESERVE FUND

BE IT HEREBY RESOLVED, by $\frac{3}{4}$ vote resolution of the Owners of Strata Plan LMS 3459 – "The Vogue", do hereby authorize the transfer of any operating surplus to the Contingency Reserve Fund or by paying any deficit resulting from the current year's operating budget from the Contingency Reserve Fund, satisfying the Strata Property Act requirements.

It was **MOVED** and **SECONDED** to approve the resolution as presented.

MOTION CARRIED

3/4 VOTE RESOLUTION #2: CRF EXPENDITURE FOR REPLACEMENT OF TWO HOT WATER STORAGE TANKS

BE IT RESOLVED, that the Owners of Strata Plan LMS 3459 - "The Vogue" do hereby authorize by a $\frac{3}{4}$ vote resolution pursuant to the Strata Property Act of British Columbia, approve the expenditure of up to \$7000 (Seven thousand) from the Contingency Reserve Fund to pay for the replacement of two Hot Water Tanks.

It was **MOVED** and **SECONDED** to approve the resolution as presented.

MOTION CARRIED

3/4 VOTE RESOLUTION #3 HALLWAYS REFRESH PROJECT (SPLIT FUNDING)

BE IT RESOLVED, that the Owners of Strata Plan LMS 3459 – "The Vogue" do hereby authorize by a $\frac{3}{4}$ vote resolution pursuant to the Strata Property Act of British Columbia, the expenditure of \$10,000.00 from the CRF and also authorize that an amount of \$31,400.00 (thirty one thousand four hundred) be raised by means of a special levy based on unit entitlement as registered at the Land Titles Office, and in accordance with the attached schedule.

Each strata lot's share of the special levy, as shown in the attached schedule, is due and payable immediately upon passage of this resolution. Pursuant to s. 109 of the Act, in the event of a sale of a strata lot, the special levy must be paid in full by the seller.

As a matter of financial convenience only the amount due may be paid on or before **May 15, 2015**.

It was **MOVED** and **SECONDED** to approve the resolution as presented.

MOTION CARRIED

Having passed this resolution, resolution #4 has not been considered.

3/4 VOTE RESOLUTION #5 NOTICE TO TERMINATE THE AGENCY AGREEMENT WITH ASCENT REAL ESTATE MANAGEMENT.

BE IT RESOLVED, that the Owners of Strata Plan LMS 3459 - "The Vogue" do hereby authorize by a 3/4 vote resolution pursuant to the Strata Property Act of British Columbia, to provide Ascent with the 2 month termination notice required under the Act as of the passing of this resolution.

It was **MOVED** and **SECONDED** to approve the resolution as presented.

MOTION CARRIED

ELECTION OF STRATA COUNCIL

Under the *Strata Property Act* the strata council members are deemed to retire from office at the Annual General Meeting. The following individuals were nominated or volunteered to be members of strata council for the next year.

Dora Kardi	unit #120	Natalie Pavlakovic	unit #205
Stefan Becu	unit #301	Farzina Coladon	unit #408
Kevin Chicquen	unit #208	Veronique Dunand	unit #406

There were no further nominations it was **MOVED** and **SECONDED** to approve the new 2015-2016 strata council.

MOTION CARRIED

TERMINATION

There being no further business, the meeting was terminated at 8:00 p.m.

These minutes were created by the strata agent following the strata council's meeting directions and notes.

Ascent Real Estate Management Corporation
Managing Agents
On behalf of the Owners' Strata Plan LMS 3459

Strata Agent

*Ascent Real Estate Management Corporation - 2176 Willingdon Avenue, Burnaby, BC V5C 5Z9
Phone: 604-431-1800 Fax: 604-431-1818 Email: ascent@ascentpm.com Website: www.ascentpm.com*

Strata Plan LMS-3459 – THE VOGUE
Notice of Annual General Meeting

March 22, 2016

All Owners
Strata Plan LMS-3459
124 West 3rd Street, North Vancouver, BC

Notice of Annual General Meeting – Wednesday April 13, 2016

We are pleased to announce that the Annual General Meeting of Owners has been scheduled for Wednesday April 13, 2016 at 6:30 p.m. We have enclosed for your information the agenda, financial statements to February 29, 2016 and the proposed operating budget for the 2016/17 fiscal period.

Purpose of Meeting:

- a. Discussion/Approval of Resolution #1 (By Majority Vote) – 2015/16 Surplus
- b. Discussion/Approval of the 2016/17 Annual Operating Budget (Copy of the proposed budget, budget notes, and a strata fee schedule are included);
- c. Election of 2016/17 Strata Council for the forthcoming year.

We look forward to your attendance at this very important meeting. As always you will be electing the Strata Council to represent your interests for the next year and this is a very good opportunity for you to meet your neighbours and to find out more about the operation of your Strata Corporation. If you are not able to attend the meeting we have included a proxy form, which you may appoint the Strata Council President or any other person to act on your behalf at the meeting. You may mail or fax your completed proxy form to C&C Property Group at the address noted below.

C & C PROPERTY GROUP LTD.
Property Managers
Per:

Cam Carruthers

Strata Plan LMS-3459 – THE VOGUE
Notice of Annual General Meeting

March 22, 2016

**Notice of Annual General Meeting
Strata Corporation LMS-3459 – The Vogue**

Please Bring This Notice to the Meeting

Notice: The Annual General Meeting of the Owners, Strata Plan LMS-3459 will be held on *Wednesday April 13, 2016 at 6:30 PM in the Lobby – 124 West 3rd Street, North Vancouver.*

Order of Business:

1. Registration
2. Report on Attendance
3. Call to Order
4. Proof of Notice
5. Approval of the April 23, 2015 Annual General Meeting Minutes
6. Report on Insurance (Coverage Summary Attached)
7. Discussion/Approval of Resolution #1 (By Majority Vote) – Transfer Portion of 2015/16 Surplus
8. Financial Report and Discuss/Approve 2016/17 Operating Budget (By Majority Vote)
9. Election of Strata Council
10. Termination

Strata Plan LMS-3459 – THE VOGUE
Notice of Annual General Meeting



Residential Strata Program
Summary of Coverages - Strata Plan LMS3459

Insured **The Owners of Strata Plan LMS3459, The Vogue**
C & C Property Group Ltd., Attn: Cam Carruthers

Policy Period **From:** August 1, 2015 **To:** May 1, 2016 **Effective August 1, 2015**

Location(s) 116, 118, 120, 124, 126 & 128 West 3rd Street, North Vancouver, BC V7M 1E8

Description of Coverages	Limits of Liability	Deductibles
Property of Every Description – Per Occurrence, Form CMWM-Aug-01-2014, Appraisal: Aug 1, 2015, Year of Cycle: 1	\$ 9,026,000.	See Below
Business Interruption	Not Covered	
Earthquake – Annual Aggregate – Extended Replacement Cost Applies	\$ 9,026,000.	
Flood – Annual Aggregate – Extended Replacement Cost Applies	\$ 9,026,000.	
Blanket Glass	Included	
Equipment Breakdown - By-laws Included	\$ 9,026,000.	\$1,000.
Business Interruption (Time Element)	Not Covered	
\$1,000,000 Debris Removal, \$100,000 Ammonia Contamination, \$100,000 Contamination Expense (Annual), \$100,000 Expediting Expense, \$100,000. Extra Expense, \$250,000 Water Damage, \$50,000 Service Interruption	Included	
General Liability – Bodily Injury, Personal Injury and Property Damage Liability – Each Accident or Occurrence	\$ 10,000,000.	\$1,000.
Products and Completed Operations – Aggregate Limit	\$ 10,000,000.	
Non-Owned Automobile	\$ 10,000,000.	
Advertising Injury Liability	\$ 10,000,000.	
Medical Payments – Each Person	\$ 10,000.	
Employers' Liability Extension	\$ 300,000.	
Tenants' Legal Liability – Any One Accident	\$ 250,000.	\$1,000.
Voluntary Compensation Extension – Strata Volunteers Coverage	\$ 50,000.	
(Weekly Indemnity of 2/3 of Employee's Weekly Wage, but not exceeding \$500/week & set at \$500/week for Volunteer Workers)		
Condominium Corporation Directors & Officers Liability (Errors & Omissions) – Annual Aggregate	\$ 2,000,000.	Nil
Discrimination Defense Costs – Per Unsuccessful Action or Complaint	\$ 10,000.	
Discrimination Defense Costs – Annual Aggregate	\$ 25,000.	
Property Managers Errors & Omissions Liability – Annual Aggregate	\$ 2,000,000.	Nil
Broad Form Money & Securities - Loss Inside & Outside Premises, Depositors Forgery	Not Covered	
Employee Dishonesty, Coverage – Form A	Not Covered	
Pollution Liability – Each Pollution Event, Including Bodily Injury or Property Damage and Clean-up Costs	\$ 1,000,000.	\$10,000.
Aggregate (Master) Policy Limit	\$ 5,000,000.	
Deductibles – Property		
All Losses \$1,000 except:		
▪ Water Damage \$10,000	▪ Earthquake 10%, minimum \$100,000	
▪ Sewer Back-up \$10,000	▪ Residential Glass Breakage \$100	
▪ Flood \$25,000	▪ Commercial Glass Breakage \$250	
	▪ Master Key Coverage \$250	
Conditions – Property		
<ul style="list-style-type: none"> ▪ All Risks of direct physical loss or damage to property described at Location(s) of Risk shown above. ▪ Basis of Loss Settlement – Replacement Cost including by-laws. ▪ Co-insurance Basis – Stated Amount. ▪ Extended Replacement Cost –30% ▪ Any Property additions, renovations or installation work will be subject to a limit of 15% of the insured value, with a maximum of \$1,000,000. 		
Additional Named Insured – General Liability		
Property Manager for their management of the Strata Plan.		
Platinum Legal Services Retainer Contract		Amount
Per Claim – \$1,500,000 Term Aggregate		\$300,000.

E&OE This document does not form part of the policy. For more specific details, please refer to the actual policy wordings.

700 – 1901 Rosser Avenue, Burnaby, BC V5C 6R6 Tel 604 294 3301 Fax 604 294 3003 TF 1 800 263 3313 cmwinsurance.com
 CMW Insurance Services Ltd.

Strata Plan LMS-3459 – THE VOGUE
Notice of Annual General Meeting

BALANCE SHEET
FEBRUARY 29, 2016

CASH	
1010-0000 Operating Bank	19,352.49
1015-0000 Contingency Bank	80,191.80
1019-0000 Special Levy Bank	12.16
TOTAL CASH	99,556.45
Owner Receivable Accounts	
1200-0000 Accounts Receivable	1,514.15
1205-0000 Special Levy Receivable	277.82
Per Aged Receivables Summary	1,791.97
OTHER ASSETS	
1350-0000 Prepaid Expenses	3,665.56
TOTAL ASSETS	105,013.98
LIABILITIES	
2100-0000 Accounts Payable	5,212.02
2220-0000 Accrued Liabilities	3,000.00
TOTAL LIABILITIES	8,212.02
CAPITAL	
CONTINGENCY RESERVE FUND (CRF)	
3010-0000 Opening Balance	73,915.69
3015-0000 Current Year Appropriations	20,000.04
3020-0000 Current Year Interest	853.15
3028-0000 CRF Transfers In (Out)	-14,577.08
TOTAL CONTINGENCY RESERVE FUND	80,191.80
HALLWAY FUND	
3362-0000 Hallway Fund C/Y Appropriations	41,350.10
3363-0000 Hallway Fund C/Y Interest	86.05
3364-0000 Hallway Fund C/Y Expenditure	-41,146.17
TOTAL HALLWAY FUND	289.98
HOT WATER TANKS FUND	
3373-0000 Hot Water Tanks C/Y Interest	22.91
3374-0000 Hot Water Tanks C/Y Expenditure	-7,000.00
3378-0000 Hot Water Tanks C/Y Transfers	6,977.09
OPERATING FUND	
3600-0000 Current YTD Surplus (Deficit)	16,320.18
TOTAL OPERATING FUND	16,320.18
TOTAL CAPITAL	96,801.96
TOTAL LIABILITIES & CAPITAL	105,013.98

Strata Plan LMS-3459 – THE VOGUE
Notice of Annual General Meeting

Transfer Portion of Surplus to Contingency Fund

As of February 29, 2016, there was an operating surplus of \$16,320.18.

After much discussion during budget preparation, Council is recommending that \$11,150 of the surplus be carried forward to the 2016/17 Operating Budget and the remaining \$5,170.18 transferred to the Contingency Reserve Fund (CRF).

Resolution # 1 (By Majority Vote)

WHEREAS the Owners, Strata Plan LMS-3459 have a \$16,320.18 surplus in 2015/16; and

WHEREAS the Owners, Strata Plan LMS-3459 wish to transfer \$5,170.18 of this surplus to the CRF;

BE IT RESOLVED that the Owners, Strata Plan LMS-3459 transfer \$5,170.18 of the 2015/16 Surplus to the CRF.

Strata Plan LMS-3459 – THE VOGUE
Notice of Annual General Meeting

Proposed 2016/17 Budget

Revenue	2015 Budget	2015 Actual	2016 Budget
Maintenance Fee (Operating Fund)	\$ 165,175.00	\$ 165,174.87	\$ 165,175.00
Maintenance Fee (Contingency Fund)	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Total Maintenance Fees	\$ 185,175.00	\$ 185,174.87	\$ 185,175.00
Interest Income	\$ -	\$ 233.91	\$ 200.00
Moves Income	\$ -	\$ 800.00	\$ 800.00
Other Income	\$ -	\$ 1,075.00	\$ -
Surplus from Previous Year	\$ -	\$ -	\$ 11,150.00
Total Income	\$ 185,175.00	\$ 187,283.78	\$ 197,325.00
Expenses			
5005-0000 Appraisal (Due 2018)	\$ -	\$ 682.50	\$ -
5010-0000 Annual Trust Review	\$ -	\$ 840.00	\$ 840.00
5040-0000 Insurance	\$ 22,000.00	\$ 21,272.69	\$ 22,820.00
5041-0000 Insurance Deductibles	\$ -	\$ -	\$ -
5045-0000 Legal & Professional	\$ 1,500.00	\$ 274.42	\$ 2,500.00
5050-0000 Management Fees	\$ 11,000.00	\$ 13,335.00	\$ 12,600.00
5060-0000 Miscellaneous	\$ 2,720.00	\$ 3,917.08	\$ 3,400.00
5200-0000 Electricity	\$ 10,500.00	\$ 11,835.68	\$ 12,500.00
5250-0000 Gas (Natural Gas)	\$ 21,000.00	\$ 17,488.10	\$ 17,000.00
5300-0000 Municipal Water/Sewer	\$ 18,000.00	\$ 19,694.20	\$ 21,000.00
5350-0000 Recycling	\$ 5,000.00	\$ 3,422.14	\$ 3,500.00
5500-0000 Waste & Compost	\$ 4,000.00	\$ 4,315.85	\$ 4,700.00
5550-0000 Doors, Locks & Keys	\$ 1,000.00	\$ 353.45	\$ 1,000.00
5600-0000 Elevator Maintenance	\$ 5,500.00	\$ 3,786.89	\$ 4,500.00
5649-0000 Elevator Telephone	\$ 1,200.00	\$ 703.33	\$ 700.00
5648-0000 Enterphone	\$ -	\$ -	\$ 1,200.00
5651-0000 Fire Alarm Telephone	\$ 800.00	\$ 1,124.26	\$ 1,000.00
5750-0000 Landscaping/Grounds	\$ 450.00	\$ 2,734.32	\$ 6,450.00
5800-0000 Supplies	\$ 600.00	\$ 465.20	\$ 600.00
5825-0000 Janitorial	\$ 13,104.00	\$ 13,111.40	\$ 14,050.00
5828-0000 Pest Control	\$ 1,101.00	\$ 856.80	\$ 1,000.00
5875-0000 Fire Prev./Monitor	\$ 4,500.00	\$ 6,085.65	\$ 6,500.00
5882-0000 Window Cleaning	\$ 1,200.00	\$ -	\$ 1,500.00
5892-0000 Carpet Cleaning	\$ 1,000.00	\$ -	\$ 1,000.00
5900-0000 Repair & Maintenance	\$ 31,000.00	\$ 20,186.12	\$ 28,965.00
5923-0000 Garage Gates	\$ 1,500.00	\$ 892.20	\$ 1,500.00
5930-0000 HVAC	\$ 6,500.00	\$ 3,586.28	\$ 6,500.00
Total Expenses	\$ 165,175.00	\$ 150,963.56	\$ 177,325.00
Contingency	\$ 20,000.00	\$ 20,000.04	\$ 20,000.00
Total Expenses	\$ 185,175.00	\$ 170,963.60	\$ 197,325.00
Net Income	\$ -	\$ 16,320.18	\$ -

Strata Plan LMS-3459 – THE VOGUE
Notice of Annual General Meeting

Budget Notes

5005-0000 Appraisal (Due 2018)	
5010-0000 Annual Trust Review	\$200 per fund plus GST. Four trust funds. Coded to "Legal" for 2015/16
5040-0000 Insurance	Anticipate 5% increase in May
5041-0000 Insurance Deductibles	
5045-0000 Legal & Professional	Increased. Council considering a Bylaw review.
5050-0000 Management Fees	As per contract
5060-0000 Miscellaneous	Includes postage, copying, bank charges, website updates , etc. High in 2016 due to mgmt. change.
5200-0000 Electricity	Based on 2015 actual plus 5%
5250-0000 Gas (Natural Gas)	Based on 2015 actuals. Monthly installment on Dec. 31: \$1,342
5300-0000 Municipal Water/Sewer	Call to CNV. Based on usage. 2016 Rates Water: \$1.04 (Summer: \$1.30); Sewer: \$1.22
5350-0000 Recycling	\$65 x 40 residential units plus VM Cardboard Fee
5500-0000 Waste & Compost	Increased due to addition of organics. Add 5% increase for 2016
5550-0000 Doors, Locks & Keys	Expenses to repair common doors, locks and keys (NOTE: cost of FOB's a flow through)
5600-0000 Elevator Maintenance	Based on contract with estimated 5% increase, annual permit and contingency
5649-0000 Elevator Telephone	Negotiated a reduced rate. Including "off hook" service, monthly rate is approx. \$55.
5648-0000 Enterphone	Assume phone line 604-904-5173 is for enterphone. To be confirmed.
5651-0000 Fire Alarm Telephone	Still trying to negotiate a lower rate with TELUS. Alarm company invoices. Will budget accordingly.
5750-0000 Landscaping/Grounds	Based on GCLC Quote plus costs of replacing dead privacy trees.
5800-0000 Supplies	No change
5825-0000 Janitorial	Based on conversations with Scott Deuce of KP Cleaning. 7% increase.
5828-0000 Pest Control	Allpro Pest - \$71.40 per month plus a small contingency
5875-0000 Fire Prev./Monitor	Annual plus contingency. TELUS for fire line.(in process of negotiating lower rate). Will budget accordingly.
5882-0000 Window Cleaning	Did not complete in 2015. Recommend doing in 2016.
5892-0000 Carpet Cleaning	New carpet in 2015. To be cleaned annually
5900-0000 Repair & Maintenance	Slight decrease based on 2015/16 actuals.
5923-0000 Garage Gates	No change.
5930-0000 HVAC	No change - Latham's Preventative Maintenance: \$3,135 plus GST. Renew s June 1
CRF Contributions	RDH Funding Scenario Alternative #1

Strata Plan LMS-3459 – THE VOGUE
Notice of Annual General Meeting

Schedule of Strata Fees – 2016 (Effective March 1, 2016)

Unit	SL	U/E	2015 Fee	Operating 2016	Contingency in 2016	Total Fee 2016
128	1	100	\$ 466.91	\$ 416.48	\$ 50.43	\$ 466.91
126	2	102	\$ 476.24	\$ 424.81	\$ 51.44	\$ 476.24
120	3	113	\$ 527.60	\$ 470.62	\$ 56.98	\$ 527.60
118	4	95	\$ 443.56	\$ 395.65	\$ 47.91	\$ 443.56
116	5	85	\$ 396.87	\$ 354.01	\$ 42.86	\$ 396.87
210	6	82	\$ 382.86	\$ 341.51	\$ 41.35	\$ 382.86
209	7	75	\$ 350.18	\$ 312.36	\$ 37.82	\$ 350.18
208	8	78	\$ 364.19	\$ 324.85	\$ 39.33	\$ 364.19
207	9	79	\$ 368.86	\$ 329.02	\$ 39.84	\$ 368.86
206	10	61	\$ 284.81	\$ 254.05	\$ 30.76	\$ 284.81
205	11	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
204	12	76	\$ 354.85	\$ 316.52	\$ 38.33	\$ 354.85
203	13	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
202	14	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
201	15	62	\$ 289.48	\$ 258.22	\$ 31.27	\$ 289.48
310	16	82	\$ 382.86	\$ 341.51	\$ 41.35	\$ 382.86
309	17	75	\$ 350.18	\$ 312.36	\$ 37.82	\$ 350.18
308	18	78	\$ 364.19	\$ 324.85	\$ 39.33	\$ 364.19
307	19	79	\$ 368.86	\$ 329.02	\$ 39.84	\$ 368.86
306	20	61	\$ 284.81	\$ 254.05	\$ 30.76	\$ 284.81
305	21	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
304	22	76	\$ 354.85	\$ 316.52	\$ 38.33	\$ 354.85
303	23	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
302	24	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
301	25	62	\$ 289.48	\$ 258.22	\$ 31.27	\$ 289.48
410	26	82	\$ 382.86	\$ 341.51	\$ 41.35	\$ 382.86
409	27	75	\$ 350.18	\$ 312.36	\$ 37.82	\$ 350.18
408	28	78	\$ 364.19	\$ 324.85	\$ 39.33	\$ 364.19
407	29	79	\$ 368.86	\$ 329.02	\$ 39.84	\$ 368.86
406	30	61	\$ 284.81	\$ 254.05	\$ 30.76	\$ 284.81
405	31	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
404	32	76	\$ 354.85	\$ 316.52	\$ 38.33	\$ 354.85
403	33	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
402	34	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
401	35	62	\$ 289.48	\$ 258.22	\$ 31.27	\$ 289.48
510	36	82	\$ 382.86	\$ 341.51	\$ 41.35	\$ 382.86
509	37	75	\$ 350.18	\$ 312.36	\$ 37.82	\$ 350.18
508	38	78	\$ 364.19	\$ 324.85	\$ 39.33	\$ 364.19
507	39	79	\$ 368.86	\$ 329.02	\$ 39.84	\$ 368.86
506	40	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
505	41	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
504	42	76	\$ 354.85	\$ 316.52	\$ 38.33	\$ 354.85
503	43	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
502	44	63	\$ 294.15	\$ 262.38	\$ 31.77	\$ 294.15
501	45	62	\$ 289.48	\$ 258.22	\$ 31.27	\$ 289.48
Totals		3305	\$ 15,431.25	\$ 13,764.58	\$ 1,666.67	\$ 15,431.25
Annual			\$ 185,175.00	\$ 165,175.00	\$ 20,000.00	\$ 185,175.00

Strata Plan LMS-3459 – THE VOGUE
Notice of Annual General Meeting

Proxy

I/We _____ being the registered owner(s) of unit # _____,
Strata Plan LMS-3459 hereby appoint the President of the Strata Council or
_____ to be my/our Proxy Representative at the Annual/Special General
Meeting of the Owners, Strata Plan LMS-3459 and at any adjournment thereof.

Signed this _____ day of _____, 2016.

Signature

PROCEDURE FOR MEETING

Voting:

Owners may be represented by proxies – a blank proxy is provided for your convenience. A spouse who is not registered on title must have proxy authorization to vote.

Quorum:

No business shall be transacted at any general meeting unless a quorum of persons entitled to vote is present at the time when the meeting proceeds to business. One third of the persons entitled to vote, present in person or by proxy, shall constitute a quorum.

Proxy:

An instrument appointing a proxy shall be in writing under the hand of the appointer or his attorney, and may be either in general or for a particular meeting. A proxy need not be an owner.

Voting Procedures:

At any general meeting, a resolution by the vote of the meeting shall be decided on a show of hands, unless a poll is demanded by any owner present in person or by proxy. Unless a poll is so demanded, a declaration by the chairman that a resolution has, on a show of hands, been carried is conclusive evidence of the fact without proof of the number or proportion of votes recorded in favor of or against the resolution. A demand for a poll may be withdrawn.

In the case of equality in the votes, whether on a show of hands or on a poll, the chairman of the meeting is entitled to a casting vote in addition to his original vote. On a show of hands, each strata lot shall have one vote. On a show of hands or a poll, votes may be given either personally or by proxy.