

Strata Property Act
Form-B (section 59)
INFORMATION CERTIFICATE

Accountant: _____
Property Mgr: _____
Date required: 4/15

The Owners, Strata Plan VR 2691 certify that the information contained in this certificate with respect to Strata Lot 81 is correct as of the date of this certificate.

- a) Monthly strata fees payable by the owner of the strata lot described above \$ 276.79

- b) Any amount owing to the Strata Corporation by the owner of the strata lot described above (other than an amount paid into court, or to the Strata Corporation in trust under section 114 of the *Strata Property Act*) \$ Nil

- c) Are there any agreements under which the owner of the strata lot described above takes responsibility for expenses relating to alterations to the strata lot, the common property or the common assets?
 Yes X No (*if balcony is enclosed, it becomes owner responsibility*)

- d) Any amount that the owner of the strata lot described above is obligated to pay in the future for a special levy that has already been approved Nil

The payment is to be made by

- e) Any amount by which the expenses of the Strata Corporation for the current fiscal year are expected to exceed the expenses budgeted for the fiscal year (*See balance sheet*) \$

- f) Any amount in the contingency reserve fund minus any expenditures which have already been approved but not yet taken from the fund (*see balance sheet & note resolutions*) \$ 96,184.29

- g) Are there any amendments to the bylaws that are not yet filed in the land title office?
 Yes X No [*attach details*]

- h) Are there any resolutions passed by a ¾ vote or unanimous vote that are required to be filed in the land title office but that have not yet been filed in the land title office?
 Yes X No [*attach details*]

- i) Has notice been given for any resolutions, requiring a ¾ vote or unanimous vote or dealing with an amendment to the bylaws, that have not been voted on?
 X Yes No (*see attached AGM ntc*)

- j) Is the Strata Corporation party to any court proceeding or arbitration, and/or are there any judgments or orders against the Strata Corporation?
 Yes X No [*attach details*]

- k) Have any notices or work orders been received by the Strata Corporation that remain outstanding for the strata lot, the common property or the common assets?
 Yes X No [*attach details*]

- l) Number of strata lots in the strata plan that are rented 41

Date: April 9th, 2010



Signature of Strata Manager

Strata Plan VR 2691

Balance Sheet
28 February 2010

ASSETS

Prime Investment Acct.	\$	25,569.23	
Prime Investment Account - CRF		96,184.29	
Accounts Receivable - Maint.		1,897.05	
Prepaid Insurance		3,262.50	
Total Assets			\$ 126,913.07

LIABILITIES AND OWNER'S EQUITY

Operating Fund Account

Balance at Beginning of Year	\$	19,927.28	
Surplus/(Deficit) Y.T.D.		10,801.50	
			30,728.78

Contingency Reserve Fund Account

Balance at Beginning of Year		149,285.39	
Allocation Y.T.D.		12,500.00	
Add: Contingency Interest		446.93	
Add - Sp Assessment - Boiler		30,000.00	
Less - Balcony Resurfacing		(5,332.76)	
Less - Boiler Replacement		(90,715.27)	
			96,184.29
Total Equity			\$ 126,913.07

prepared by:

Condex Property Management Ltd.

Strata Plan VR 2691
Income Statement
For the Ten Months Ending 28 February 2010

	Month Actual	Y-T-D Actual	Y-T-D Budget	2009/10 Budget
INCOME:				
Owner Contributions	\$ 19,596.60	\$ 195,999.00	\$ 195,966.70	\$ 235,160.00
Fines & Penalties	50.00	1,100.00	583.30	700.00
Move in/Miscellaneous	160.00	3,049.90	2,083.30	2,500.00
Interest	7.78	153.33	900.00	1,080.00
Laundry Revenue	0.00	7,542.93	8,666.70	10,400.00
TOTAL INCOME	19,814.38	207,845.16	208,200.00	249,840.00
GENERAL EXPENSES				
Administration	0.00	2,173.45	1,833.30	2,200.00
Audit	0.00	0.00	833.30	1,000.00
Caretaker	2,000.00	20,100.00	20,833.30	25,000.00
Insurance/Appraisal	1,631.25	16,312.50	16,250.00	19,500.00
Legal	0.00	1,683.36	833.30	1,000.00
Management	1,995.00	19,950.00	19,950.00	23,940.00
Miscellaneous	183.16	1,015.92	416.70	500.00
Total General Expenses	5,809.41	61,235.23	60,949.90	73,140.00
BUILDING EXPENSES				
Elevator maintenance	208.46	2,273.60	2,666.70	3,200.00
Enterphone	49.59	502.46	833.30	1,000.00
Fire protection	113.14	4,144.53	3,333.30	4,000.00
Garbage collection	264.34	3,547.29	3,750.00	4,500.00
Hydro	0.00	6,344.74	6,250.00	7,500.00
Gas	2,965.00	42,903.51	58,333.30	70,000.00
Plumbing/Mechanical	628.03	11,703.75	10,000.00	12,000.00
Repairs and Maintenance	3,708.40	35,134.91	25,000.00	30,000.00
Supplies	0.00	1,058.70	2,083.30	2,500.00
Water and Sewer	0.00	10,053.29	11,666.70	14,000.00
Window Cleaning	0.00	0.00	833.30	1,000.00
Total Building Expenses	7,936.96	117,666.78	124,749.90	149,700.00
GROUNDS EXPENSES				
Landscaping	0.00	5,641.65	10,000.00	12,000.00
Total Grounds Expenses	0.00	5,641.65	10,000.00	12,000.00
TOTAL EXPENSES	13,746.37	184,543.66	195,699.80	234,840.00
Income Before Adjustments	6,068.01	23,301.50	12,500.20	15,000.00
Contingency Reserve Alloc't'n	1,250.00	12,500.00	12,500.00	15,000.00
SURPLUS/(DEFICIT)	\$ 4,818.01	\$ 10,801.50	\$ 0.20	\$ 0.00

prepared by:

Condex Property Management Ltd.

The following is the Order of Business for the Annual General Meeting of the Owners, Strata Plan VR 2691, to be held on *Thursday, April 29th, 2010, at 6:30 p.m. in the lobby, 711 East 6th Avenue, Vancouver, B.C.*

- a) Call to Order
- b) Calling of the Roll and Certification of Proxies
- c) Proof of Notice of Meeting
- d) Approval of the minutes of the previous Annual General Meeting held on April 23, 2009.
- e) Proposed Budget – 2010 / 2011

f) **¾ Vote Resolutions – Balconies**

BE IT RESOLVED BY ¾ VOTE RESOLUTION THAT Owner's be special assessed \$ 94,000.00, based on unit entitlement, due in two equal payments due, August 1, and October 1, 2010 and up to \$34,000.00 be spent from the contingency reserve fund for a total of \$128,000.00 for completion of the remaining balconies

g) **¾ Vote Resolutions – Building Waste Lines**

BE IT RESOLVED BY ¾ VOTE RESOLUTION THAT up to \$10,000.00 be spent from the operating fund for allowing installation of an accessible manhole on the building waste lines

h) **¾ Vote Resolutions – Automatic Bleeder Valves**

BE IT RESOLVED BY ¾ VOTE RESOLUTION THAT up to \$5,000.00 be spent from the operating fund for allowing installation of automatic bleeder valves in all top floor suites

i) Discussion Items:

- i) Windows
- ii) Laundry Contract
- iii) Distribution of Minutes

j) Election of Strata Council

k) Other Business

l) Adjournment

**STRATA PLAN VR 2691
MAINTENANCE FEES FOR THE FISCAL YEAR 2010-11**

<u>Suite Number</u>	<u>Strata Lot No.</u>	<u>Monthly Payments:</u>
101	1	\$203.50
102	2	164.36
103	3	230.89
201	4	172.19
202	5	207.41
203	6	219.15
204	7	211.32
205	8	183.93
206	9	234.80
207	10	223.06
208	11	152.62
209	12	293.50
210	13	293.50
211	14	180.02
212	15	160.45
213	16	180.02
214	17	230.89
215	18	250.46
216	19	242.63
217	20	242.63
218	21	172.19
219	22	191.76
220	23	176.10
221	24	242.63
222	25	242.63
223	26	219.15
224	27	203.50
225	28	160.45
226	29	230.89
227	30	234.80
228	31	238.72
229	32	301.33
230	33	226.98
231	34	242.63
232	35	211.32
233	36	211.32
234	37	219.15
235	38	191.76
301	39	168.27
302	40	172.19
303	41	207.41
304	42	219.15
305	43	211.32
306	44	183.93
307	45	234.80
308	46	223.06
309	47	223.06
310	48	293.50
311	49	293.50
312	50	180.02

<u>Suite Number</u>	<u>Strata Lot No.</u>	<u>Monthly Payments:</u>
313	51	\$160.45
314	52	180.02
315	53	230.89
316	54	250.46
317	55	242.63
318	56	242.63
319	57	172.19
320	58	191.76
321	59	176.10
322	60	242.63
323	61	242.63
324	62	219.15
325	63	203.50
326	64	160.45
327	65	230.89
328	66	234.80
329	67	238.72
330	68	230.89
331	69	152.62
332	70	226.98
333	71	242.63
334	72	211.32
335	73	211.32
336	74	219.15
337	75	172.19
401	76	183.93
402	77	234.80
403	78	223.06
404	79	223.06
405	80	293.50
406	81	293.50
407	82	180.02
408	83	160.45
409	84	176.10
410	85	191.76
411	86	215.24
412	87	223.06
413	88	234.80
414	89	223.06
415	90	223.06
416	91	215.24
417	93	176.10
418	97	234.80
419	96	230.89
420	95	152.62
421	94	226.98
422	92	172.19
MONTHLY TOTAL		\$20,780.07
ANNUAL TOTAL		\$249,360.84

STRATA PLAN VR 2691 -SPECIAL ASSESSMENT \$94,000- Balcony Funds

DUE AUGUST 1, and OCTOBER 1, 2010

<u>Suite</u>	<u>Strata</u>	<u>Unit</u>	<u>Two Equal</u>		<u>Suite</u>	<u>Strata</u>	<u>Unit</u>	<u>Two Equal</u>
<u>Number</u>	<u>Lot No.</u>	<u>Entitlement</u>	<u>Payments of:</u>		<u>Number</u>	<u>Lot No.</u>	<u>Entitlement</u>	<u>Payments of:</u>
101	1	52	\$ 460		313	51	41	\$ 363
102	2	42	372		314	52	46	407
103	3	59	522		315	53	59	522
201	4	44	389		316	54	64	566
202	5	53	469		317	55	62	549
203	6	56	496		318	56	62	549
204	7	54	478		319	57	44	389
205	8	47	416		320	58	49	434
206	9	60	531		321	59	45	398
207	10	57	505		322	60	62	549
208	11	39	345		323	61	62	549
209	12	75	664		324	62	56	496
210	13	75	664		325	63	52	460
211	14	46	407		326	64	41	363
212	15	41	363		327	65	59	522
213	16	46	407		328	66	60	531
214	17	59	522		329	67	61	540
215	18	64	566		330	68	59	522
216	19	62	549		331	69	39	345
217	20	62	549		332	70	58	513
218	21	44	389		333	71	62	549
219	22	49	434		334	72	54	478
220	23	45	398		335	73	54	478
221	24	62	549		336	74	56	496
222	25	62	549		337	75	44	389
223	26	56	496		401	76	47	416
224	27	52	460		402	77	60	531
225	28	41	363		403	78	57	505
226	29	59	522		404	79	57	505
227	30	60	531		405	80	75	664
228	31	61	540		406	81	75	664
229	32	77	682		407	82	46	407
230	33	58	513		408	83	41	363
231	34	62	549		409	84	45	398
232	35	54	478		410	85	49	434
233	36	54	478		411	86	55	487
234	37	56	496		412	87	57	505
235	38	49	434		413	88	60	531
301	39	43	381		414	89	57	505
302	40	44	389		415	90	57	505
303	41	53	469		416	91	55	487
304	42	56	496		417	93	45	398
305	43	54	478		418	97	60	531
306	44	47	416		419	96	59	522
307	45	60	531		420	95	39	345
308	46	57	505		421	94	58	513
309	47	57	505		422	92	44	389
310	48	75	664					
311	49	75	664					
312	50	46	407		TOTALS		5310	\$47,000.00

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 2691 HELD THURSDAY, APRIL 23rd, 2009 AT THE MOUNT PLEASANT NEIGHBORHOOD HOUSE, 800 EAST BROADWAY, VANCOUVER, BC

- a) At 7:30 pm a quorum was not present, in accordance with Strata Corporation bylaws the meeting was adjourned until 8:00 pm wherein those owners present constituted a quorum, and the meeting was called to order.
- b) The signing-in sheet indicated that 25 owners were represented, 9 by proxy.
- c) It was duly **MOVED AND SECONDED** that the required notice of the meeting had been received.
CARRIED
- d) **Previous Minutes:**
It was duly **MOVED AND SECONDED** to approve the minutes of the previous Annual General Meeting held April 23rd, 2008 as circulated. **CARRIED**
- e) **Proposed Budget – 2009/2010:**
Owners were presented with a proposed operating budget for the 2009/2010 fiscal year. It was noted the proposed budget reflected an increase of 5% in owners' monthly maintenance contributions.

Following discussion and questions it was duly **MOVED AND SECONDED** to approve the budget as presented.
CARRIED, 1 Opposed

- f) **¾ Vote Resolution – Heating Boiler Replacement:**
Owners were presented with a ¾ vote resolution calling for a total of \$110,000.00 be spent for replacement of the heating boiler via special assessment of \$30,000.00, based on unit entitlement, due in one payment, July 1, 2009 and up to \$80,000.00 be spent from the Contingency Reserve Fund.

Owners discussed at length the necessity to replace the heating boiler. Owners noted replacement is a proactive measure, and the Strata would benefit from the Terasen Gas rebate program in place for upgrading heating boilers.

Following discussion it was duly **MOVED AND SECONDED** that **BE IT RESOLVED BY ¾ VOTE RESOLUTION THAT** Owner's be special assessed \$ 30,000.00, based on unit entitlement, due in one payment, July 1, 2009 and up to \$80,000.00 be spent from the Contingency Reserve Fund for a total of \$110,000.00 for replacement of the heating boiler.

CARRIED, 23 in favor, 2 opposed

A final sourcing and review of all quotations will be completed prior to work starting this summer.

Owners noted the Home Renovation Tax Credit from the Federal Government would be applicable to this the project and other strata projects. Further information can be found at:

<http://www.cra-arc.gc.ca/gncy/bdgt/2009/fqhmrnvtm-eng.html>

g) **¼ Vote Resolution – Balcony Re-surfacing:**

Owners were presented with a ¼ vote resolution for up to \$15,000.00 be spent from the contingency reserve fund for re-surfacing of three balconies where necessary to be completed this year. Owners noted an on-going program has been place completing between three and four balconies a year.

A motion was put forward to amend the scope of the wording from “of three” balconies to “up to six” balconies. The motion was **MOVED AND SECONDED** and **ADOPTED**.

CARRIED, 24 in favour, 1 opposed

Following discussion it was duly MOVED AND SECONDED that BE IT RESOLVED BY ¼ VOTE RESOLUTION THAT up to \$15,000.00 be spent from the contingency reserve fund for re-surfacing of up to six balconies where necessary. CARRIED, 24 in favour, 1 opposed

h) **General Discussion on Window Replacement:**

Owners were advised of the options available of how suite owners can approach window replacement. At the previous Annual General Meeting questions arose of how uniformity and quality of installation would be ensured.

One option is present suite owners wishing to undertake window replacement with specifications to be followed. A good example of specifications for window replacement procedures is outlined in a BC Housing publication. Another option is to encourage suite owners to use a Strata recommended window company. Owners noted a number of window replacements had been completed by A1 Windows over the years. Owners further noted if a number of suite owners coordinated their window replacement a cost savings could be realized by those owners choosing to undertake replacement at the same time. Owners noted the Home Renovation Tax Credit from the Federal Government would be applicable to any window replacements undertaken.

This will be further reviewed by the Council at the next meeting.

i) **Election of Strata Council:**

The following owners were nominated to serve on the 2009/2010 Strata Council:

Marisa Barbetta
Peter Crockford
Chris Harrison
Elisabeth Kraus
Eileen Miranda
Sharon Stroud

There being no further nominations the Council was elected by acclamation.

j) **Other Business:**

1. Owners discussed transferring \$50,000.00 from the Operating Fund to the Contingency Reserve Fund.

It was duly **MOVED AND SECONDED** to put forward a motion to transfer \$50,000.00 from the Operating Fund to the Contingency Reserve Fund. **CARRIED**

2. A request was received to have a larger recycling bin in the lobby to accommodate flyers and other junk mail.

3. Owners requested annual in-suite fire inspections to be scheduled providing a floor specific time frame in the future.

4. An owner requested options be sourced to provide an aesthetically more pleasing divider between the front entrance and the two suites to either side. This will be reviewed at the next Council meeting.
5. A request was received to adjust a light facing into the parking lot to eliminate the shine of the light into two second floor suites.
6. A request was received that the painting of parking lines and parking spot numbers be undertaken.
7. Owners requested a review of unlicensed vehicles, and if larger vehicles are parking in the back lot be undertaken. This will be reviewed at the next Council meeting.
8. A request was received to add an additional set of washer and dryer to the basement laundry room.
9. An owner requested a review be done to ensure curtains of all suites have a uniform outside appearance of either white or cream in colour.
10. For Barbecues under the Strata Bylaws – Rule #18 states “Only gas or electric barbecues are allowed, no charcoal or briquette barbecues will be permitted.”
11. A request was received to have the hot water tap in the third floor laundry room on the westside of building checked.

There being no further new business the meeting adjourned at 9:25 pm

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