



**MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN
LMS 265, CONNAUGHT POINT, HELD WEDNESDAY, JUNE 28th, 2006, AT 7:00 P.M.,
WITHIN THE LOBBY AT 2288 WEST 12th AVENUE, VANCOUVER, B.C.**

In Attendance: Sixteen Strata Lot Owners represented in person.
Three Strata Lots represented by proxy.
Nineteen in total.

Property Manager: Brian Suhner The Wynford Group

1. CERTIFICATION OF PROXIES

The Property Manager advised that the Proxies were certified to be correct, a Quorum was established and that the meeting was duly constituted to proceed.

2. CALL TO ORDER

The Annual General Meeting was called to order at 7:00 p.m. by the Council President, Bill Scott. The Council President, Bill Scott, called the meeting to order at 7:00 p.m. He welcomed the Owners to this Annual General Meeting and explained the Agenda to them.

3. ELECTION OF CHAIRPERSON

The Strata Council asked the Property Manager to chair the meeting. As there were no objections, the Property Manager chaired the meeting.

4. PROOF OF NOTICE OF MEETING

The Property Manager confirmed that the Notice of the Annual General Meeting was mailed to all Owners of record on June 7th, 2006.

5. APPROVAL OF THE AGENDA

It was **MOVED** (#110) and **SECONDED** (#107) to approve the Agenda. **CARRIED.**

6. APPROVAL OF PREVIOUS GENERAL MEETINGN MINUTES

It was **MOVED** (#106) and **SECONDED** (#212) to approve the Minutes of the Special General Meeting held on April 12th, 2006, as previously circulated. **CARRIED.**

7. PRESIDENT'S REPORT

No report was provided.

8. REPORT ON INSURANCE

A copy of the Strata Corporation's insurance cover note was attached to the Agenda for information purposes.

9. APPROVAL OF THE 3/4 VOTE RESOLUTION #1

3/4 VOTE RESOLUTION #1

It was **MOVED** (#405) and **SECONDED** (#107) to approve Resolution #1.

WHEREAS the Owners, Strata Plan LMS 265, Connaught Point, wish to transfer any year-end operating surplus to the Contingency Reserve Fund or fund any unexpected deficit from the Contingency Reserve Fund;

BE IT THEREFORE RESOLVED as a 3/4 Vote Resolution of the Owners, Strata Plan LMS 265, Connaught Point, to transfer any year-end operating surplus or deficit (fiscal year ending May 31st, 2006), to or from the Contingency Reserve Fund, as and when cash flow permits and Council deems appropriate.

After a brief discussion, the question was called on 3/4 Vote Resolution #1, and it was **CARRIED UNANIMOUSLY**.

10. **APPROVAL OF THE 2006 / 2007 OPERATING BUDGET**

It was **MOVED** (#109) and **SECONDED** (#105) to approve the 2006 / 2007 Operating Budget.

The Chair presented the proposed budget to Owners for their consideration. Income and Expense items were reviewed and questions from the floor were answered accordingly. Owners were advised that the proposed budget WILL NOT increase the coming year's Strata Fees.

After discussion, the question was called and the 2006 / 2007 Operating Budget as proposed, and it was **CARRIED UNANIMOUSLY**.

11. **APPROVAL OF 3/4 VOTE RESOLUTIONS #2 & #3**

3/4 VOTE RESOLUTION #2

It was **MOVED** (#105) and **SECONDED** (#309) to approve Resolution #2.

WHEREAS section 171 of the *Strata Property Act of B.C.* states the Strata Corporation must pass a 3/4 Vote Resolution before it sues an Owner;

BE IT THEREFORE RESOLVED as a 3/4 Vote Resolution of the Owners, Strata Plan LMS 265, Connaught Point, to authorize the Strata Council to sue any Owner for non-payment of Strata Fees including an application to the Supreme Court for an Order for Sale any time during the period immediately following the Annual General Meeting of June 28th, 2006, until the next Annual General Meeting without referring the matter to the Owners for a 3/4 Vote Resolution.

After a brief discussion, the question was called on 3/4 Vote Resolution #2, and it was **CARRIED UNANIMOUSLY**.

3/4 VOTE RESOLUTION #3

It was **MOVED** (#107) and **SECONDED** (#405) to approve Resolution #3.

WHEREAS the Strata Corporation wishes to amend the Bylaw #8.2(a) to make an exception to this Bylaw that only Unit #212 be permitted to install hard surface flooring within the Unit, as this Unit is situated above the parkade entrance and not above any other Residential Unit;

BE IT THEREFORE RESOLVED as a 3/4 Vote Resolution of the Owners, Strata Plan LMS 265, Connaught Point, to amend the Bylaw #8.2(a) to now read as follows:

- 8.2 (a) *Due to noise concerns, the installation of hardwood floors, or anything other than wall to wall carpeting in the strata lots is not permitted on the second, third, or fourth floors of the building, (except for the kitchen, hallway, laundry room and bathroom areas).*
- 8.2 (a) (i) *The only other exception to this Bylaw 8.2(a) is Unit #212 be the only Unit at Connaught Point that is permitted to install hard surface flooring due to the fact that this Unit is the only Unit that does not border another Unit below.*

Discussion took place regarding the issue of noise transfer which could affect Units surrounding Unit #212 if hard surface flooring (i.e. hardwood / laminate flooring) were installed in Unit #212. Also, exceptions to this Bylaw have been defeated at past General Meetings. The Owner of Unit #212 advised the Owners that he believes that the location of his Unit, which sits directly above the parkade entrance, would not affect other units with regard to noise disturbance or noise transfer from the installation of hard surface flooring within his Unit. Also, the Owner of Unit #212 was in agreement that should a noise issue develop he would install area rugs to lessen noise transfer concerns or would remove the flooring (at his cost), on the instruction from the Strata Council.

After discussion, it was **MOVED** (#107) and **SECONDED** (#309) to amend Resolution #3 to add the Bylaw 8.2 (a) (i):

“However, should noise complaints be received to Council, Council reserves the right to instruct the Owner of Unit #212, to install area rugs. Should this not resolve the noise issue (noise complaints from other Owners), the Owners must remove the hard surface flooring at their cost.”

The motion to amend was **DEFEATED** (11 in favour, 7 opposed, 1 abstention).

At this time, the question was called on 3/4 Vote Resolution #3 as originally proposed, and it was **DEFEATED**. (17 opposed, 2 in favour).

12. **ELECTION OF STRATA COUNCIL**

In accordance with the *Strata Property Act* and Connaught Point's Bylaws, the present Council stepped down.

Nominations were then called for from the floor and the following Owners agreed to let their names stand for Council election:

Bill Scott	#202	Kyrene Kerr	#412
Jacque Suzuki	#105	Dorothy McClelland	#103
Duke Kuo	#405	Sue Shokar	#106
Sheryl Thomson	#110		

There being no further nominations, the above-noted Owners were declared the 2006 / 2007 Strata Council by acclamation.

13. **MEETING TERMINATION**

There being no further business, the meeting was adjourned at 8:31 p.m.

Following adjournment, the newly elected Strata Council met and elected Council positions as follows:

Dorothy McClelland	President
Jacquie Suzuki	Vice-President
Duke Kuo	Treasurer

Upcoming Meeting Schedule

- | | | |
|----|--|-------------------------------------|
| 1. | Wednesday, September 13 th , 2006 | 7:00 p.m. in Unit #105. |
| 2. | Wednesday, November 8 th , 2006 | 7:00 p.m. – place to be determined. |
| 3. | Wednesday, January 10 th , 2007 | 7:00 p.m. – place to be determined. |
| 4. | Wednesday, March 14 th , 2007 | 7:00 p.m. – place to be determined. |
| 5. | Wednesday, May 9 th , 2007 | 7:00 p.m. – place to be determined. |
| 6. | Wednesday, June 27 th , 2007 | 7:00 p.m. – Connaught Point Lobby. |

NOTE: PLEASE MAKE YOUR CHEQUES PAYABLE TO STRATA PLAN LMS 265 AND ENSURE THAT YOUR UNIT NUMBER IS CLEARLY MARKED ON THE FACE OF EACH OF YOUR CHEQUES.

Do you have a question regarding payment of your account?
If so, please call 604-261-0285 and ask for Local 335.

ATTENTION

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.

THE WYNFORD GROUP OFFICE HOURS ARE MONDAY TO FRIDAY, 9:00 A.M. TO 5:00 P.M. FOR AFTER-HOUR EMERGENCIES ONLY, PLEASE CALL 604-261-0285, THEN PRESS "1" TO BE CONNECTED TO THE ANSWERING SERVICE.

APPROVED _____
BY
COUNCIL: _____

DATE: _____

(07/04/06) (06-AGM-M.265)

Attachment: The Wynford Group's Change of Address Notice



**The
Wynford
Group**

Balsam Place, 202 - 5704 Balsam Street, Vancouver, B.C., Canada V6M 4B9 ♦ (604) 261-0285 ♦ FAX (604) 261-9279
PROPERTY MANAGEMENT SERVICES

July 4, 2006

To All Owners
Strata Plan LMS 265, Connaught Point

Dear Owners:

At the Annual General Meeting held on Wednesday, June 28th, 2006, the Owners voted to **APPROVE** the 2006 / 2007 Operating Budget effective June 1st, 2006. You will be pleased to note there is no change in the Strata Fees from last year. A list of the current Strata Fee is attached for easy reference.

Those Owners who pay by pre-authorized payment (PAP) need take no further action. The debit to your bank account will continue in the same amount as before. If you do not pay by pre-authorized payment plan, we urge you to take advantage of this payment method and we enclose the PAP application form.

If you pay your Strata Fees by cheque, please provide a series of post-dated cheques for 2006 / 2007 (made payable to "Strata Plan LMS 265"); ensure that your unit number is clearly marked on the face of each cheque and that the amounts are correct.

Other items of business conducted at the Annual General Meeting are reported in the attached Minutes.

As it is imperative that we be able to contact you quickly in the event of an emergency, would you please complete the enclosed newly-revised "Notification in Case of Emergency" form and return it to this office at your earliest convenience.

Yours truly,

THE WYNFORD GROUP
Managing Agents for
LMS 265, Connaught Point
Per:

Brian Suhner
Property Management Services

Encls.

cc: Accounting

(AGM-OWN-2006.265)rc

STRATA PLAN LMS 265 - CONNAUGHT POINT
2006 / 2007 MONTHLY STRATA FEES and CRF CONTRIBUTIONS

Annual Strata Fees \$124,500.00 Total Aggregate 10,000

Annual CRF Contributions 15,000.00

Total Annual Contributions \$139,500.00

Strata lot	Unit Number	Unit Entitlement	Common Area %	2006 / 2007 Monthly Operating Contribution	2006 / 2007 Monthly CRF Contribution	2006 / 2007 Total Monthly Strata Fees
1	101	246	0.0246000	\$255.23	\$30.75	\$285.98
2	102	234	0.0234000	242.78	29.25	272.03
3	103	242	0.0242000	251.08	30.25	281.33
4	104	234	0.0234000	242.78	29.25	272.03
5	105	286	0.0286000	296.73	35.75	332.48
6	106	234	0.0234000	242.78	29.25	272.03
7	107	264	0.0264000	273.90	33.00	306.90
8	108	234	0.0234000	242.78	29.25	272.03
9	109	244	0.0244000	253.15	30.50	283.65
10	110	194	0.0194000	201.28	24.25	225.53
11	201	316	0.0316000	327.85	39.50	367.35
12	202	234	0.0234000	242.78	29.25	272.03
13	203	242	0.0242000	251.08	30.25	281.33
14	204	178	0.0178000	184.68	22.25	206.93
15	205	234	0.0234000	242.78	29.25	272.03
16	206	183	0.0183000	189.86	22.88	212.74
17	207	234	0.0234000	242.78	29.25	272.03
18	208	182	0.0182000	188.83	22.75	211.58
19	209	234	0.0234000	242.78	29.25	272.03
20	210	234	0.0234000	242.78	29.25	272.03
21	211	194	0.0194000	201.28	24.25	225.53
22	212	192	0.0192000	199.20	24.00	223.20
23	301	316	0.0316000	327.85	39.50	367.35
24	302	234	0.0234000	242.78	29.25	272.03
25	303	237	0.0237000	245.89	29.63	275.51
26	304	178	0.0178000	184.68	22.25	206.93
27	305	234	0.0234000	242.78	29.25	272.03
28	306	183	0.0183000	189.86	22.88	212.74
29	307	234	0.0234000	242.78	29.25	272.03
30	308	182	0.0182000	188.83	22.75	211.58
31	309	234	0.0234000	242.78	29.25	272.03
32	310	234	0.0234000	242.78	29.25	272.03
33	311	194	0.0194000	201.28	24.25	225.53
34	312	192	0.0192000	199.20	24.00	223.20
35	401	273	0.0273000	283.24	34.13	317.36
36	402	211	0.0211000	218.91	26.38	245.29
37	403	155	0.0155000	160.81	19.38	180.19

STRATA PLAN LMS 265 - CONNAUGHT POINT
2006 / 2007 MONTHLY STRATA FEES and CRF CONTRIBUTIONS

Annual Strata Fees	\$124,500.00	Total Aggregate	<u>10,000</u>
Annual CRF Contributions	<u>15,000.00</u>		
Total Annual Contributions	<u>\$139,500.00</u>		

Strata lot	Unit Number	Unit Entitlement	Common Area %	2006 / 2007 Monthly Operating Contribution	2006 / 2007 Monthly CRF Contribution	2006 / 2007 Total Monthly Strata Fees
38	404	154	0.0154000	159.78	19.25	179.03
39	405	211	0.0211000	218.91	26.38	245.29
40	406	159	0.0159000	164.96	19.88	184.84
41	407	211	0.0211000	218.91	26.38	245.29
42	408	159	0.0159000	164.96	19.88	184.84
43	409	211	0.0211000	218.91	26.38	245.29
44	410	211	0.0211000	218.91	26.38	245.29
45	411	162	0.0162000	168.08	20.25	188.33
46	412	162	0.0162000	168.08	20.25	188.33
		10000	100%	\$10,375.00	\$1,250.00	\$11,625.00
Yearly (x 12)				<u>\$124,500.00</u>	<u>\$15,000.00</u>	<u>\$139,500.00</u>



**The
Wynford
Group**

#815 - 1200 West 73rd Avenue, Vancouver, B.C., Canada V6P 6G5 ♦ TEL (604) 261-0285 ♦ FAX (604) 261-9279
PROPERTY MANAGEMENT SERVICES

STRATA PLAN: _____ STRATA LOT # _____ UNIT # _____

NOTIFICATION IN CASE OF EMERGENCY

Dear Owner/Resident:

Occasionally, a situation will arise which makes it imperative to enter individual apartment units to correct a problem. This is to be expected in condominium living.

Unfortunately, emergency entrance to a unit can be hampered when unit owners/residents are away on vacation or absent for extended periods. This can result in extensive damage to the building or the individual apartment unit simply because there was no way to contact the owner.

In order to avoid this problem, would you kindly provide this office with the telephone number(s) where you may be reached at home or at work, along with an emergency contact. You may be assured this information will be kept confidential. **Please provide us with updated information if the information below changes at any time during your ownership or occupation at the address below.** Thank you.

OWNER NAME: _____ NO. OF OCCUPANTS: _____

UNIT ADDRESS: _____

MAILING ADDRESS: _____

HOME TELEPHONE: _____ WORK TELEPHONE: _____

E-MAIL ADDRESS: _____

IN AN EMERGENCY, CONTACT: _____ TELEPHONE: _____

ADDITIONAL INFORMATION I FEEL MAY ASSIST YOU IN THE EVENT OF AN EMERGENCY:

TENANT NAME: _____ NO. OF OCCUPANTS: _____
(If applicable)

HOME TELEPHONE: _____ WORK TELEPHONE: _____

IN AN EMERGENCY, CONTACT: _____ TELEPHONE: _____

I UNDERSTAND THE PERSONAL INFORMATION PROVIDED ABOVE IS FOR PURPOSES OF COMPLYING WITH LEGAL REQUIREMENTS, IDENTIFYING AND COMMUNICATING WITH ME, MY TENANT, OR MY EMERGENCY CONTACT IF NECESSARY, AND ENSURING THE ORDERLY MANAGEMENT OF THE STRATA CORPORATION. I HEREBY AUTHORIZE THE WYNFORD GROUP TO COLLECT, USE AND DISCLOSE THE PERSONAL INFORMATION ABOVE FOR THESE PURPOSES.

DATE: _____ SIGNATURE: _____
(OWNER)

Please return this completed form as soon as possible to The Wynford Group.



**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 265,
CONNAUGHT POINT, HELD ON WEDNESDAY, SEPTEMBER 13th, 2006, AT 7:00 P.M.,
IN UNIT #105 – 2288 WEST 12th AVENUE, VANCOUVER, B.C.**

IN ATTENDANCE: Dorothy McClellan #103
 Jacquie Suzuki #105
 Duke Kuo #405
 Sue Shokar #106
 Bill Scott #202
 Sheryl Thomson #110

PROPERTY MANAGER: Tom Agnew The Wynford Group

ABSENT (with regrets): Kyrene Kerr #412

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. Introductions were made between Council and the Property Manager.

Further to reviewing the requirements of the various Council positions, the following positions were accepted:

President	Dorothy McClellan
Vice-President	Jacquie Suzuki
Treasurer	Duke Kuo
Secretary	Sheryl Thomson

Council also expressed appreciation to unit Owner, Brian Forster, for volunteering to continue assisting with the Building Committee.

2. MINUTES OF THE PREVIOUS MEETING

It was **MOVED / SECONDED/ CARRIED** (Scott / Shokar) to approve the Minutes of the May 17th, 2006 Council Meeting, as circulated.

3. BUSINESS ARISING FROM THE MINUTES

A. Building Maintenance

Council reviewed a variety of subject matters, including the following:

- i) The President and Property Manager detailed recent discussions held with the representative from the general contractor, "PBEM," regarding completed maintenance repairs and deck board replacement. It was confirmed that all work was completed satisfactorily, with the exception of minor deficiencies on the balcony of Unit #408. Council was advised the contractor confirmed they would attend to these deficiencies by no later than September 22nd, 2006.

It was then **MOVED / SECONDED / CARRIED** (Scott / Suzuki) to ratify payment of invoice #06-433, to Pacific Building Envelope Maintenance Ltd., in the amount of \$11,037.20.

- ii) Discussion continued regarding the necessity to include adequate funding in the next fiscal year's Operating Budget to complete required building maintenance in a systematic and detailed manner. The Property Manager confirmed the contractor was preparing Budget costs to complete required building maintenance and these estimates would be forwarded to Council upon receipt.
- iii) Concerns were expressed regarding potential damage due to heavy planter boxes and pots dragged over balcony membranes. ***All Residents are reminded that potted plants must be on wheeled pedestals, or lifted when moved over the balcony membrane flooring, to avoid potential damage and long-term structural concerns.***
- iv) Discussion ensued regarding cleaning of balcony drains and floor membranes. It was noted that all Residents should be vigilant, ensuring that drains are cleaned on a regular basis to avoid back up and overflow into Strata Lots. Residents are also reminded that membrane cleaning must be done with caution, using the correct materials and cleaning agents. To assist Owners, it was agreed to obtain a cost to clean all balcony membranes and drains for consideration.
- v) Council reviewed a unit Owner's query requesting common area window cleaning. It was agreed that as the windows were cleaned in the spring 2006, this maintenance would be deferred to spring 2007.

B. Interior Decorating

The President confirmed new plants (imitation) were being purchased and furniture re-covered for the front lobby. In progress.

C. Spring Start-up of Lawn Sprinklers

The Property Manager confirmed the irrigation contractor attended in June to complete a full site review and repairs completed in July 2006. No further action required.

D. Garage Door Repairs

Council was advised that repairs were completed to the underground parkade garage door in June 2006, as previously authorized. No further action required.

E. Building Fire Safety Equipment Inspections

Council reviewed comparative information and costs for completing the monthly site inspections and attending to noted deficiencies, as reported in the annual inspection of the fire safety system. Concerns were noted due to units not accessed during the recent inspection.

All Residents are reminded that it is imperative to ensure suite access is provided during the Annual Fire Safety inspection to ensure this life safety equipment is operational.

Further to reviewing comparative proposals for providing the monthly inspection service of common area devices, it was **MOVED / SECONDED / CARRIED** (Suzuki / Shokar) to terminate the agreement with Fire-Pro Services, effective September 30th, 2006, and approve the one-year "Inspection, Testing and Service / Maintenance Contract" proposal received from Fire Code Plus Engineering Ltd., at a monthly cost of \$88.00, plus GST, and \$1,122.00, plus GST, to complete the annual testing.

4. **NEW BUSINESS**

A. Fireplace Servicing Reminder

Council reviewed the importance of servicing in-suite fireplaces. Further to a brief discussion, it was agreed to confirm optional service dates with the contractor, Sure Fire Gas Fireplaces, and a notice will be posted for Owners to advise their attendance.

n.b. The Property Manager subsequently confirmed the contractor is available Thursday, October 19th and Friday, October 20th, 2006 and that the fee would be \$45.00 per unit, taxes included, with each Owner responsible for direct payment to the contractor.

B. Irrigation System Winterizing

Council confirmed the irrigation system would be shut down and "winterized" in October.

C. Dryer Vent Cleaning

Council reviewed a unit Owner's correspondence requesting dryer vent cleaning. It was noted that these vents were cleaned earlier in the year and are scheduled for cleaning in spring 2007.

D. Recycling Review

Discussion ensued regarding a unit Owner's request for additional recycling bins. Bill Scott volunteered to inspect the recycling area and confirm space availability. Details to follow.

5. **FINANCIAL REPORT**

A. Operating Statements

Further to a brief discussion, it was **MOVED / SECONDED / CARRIED** (Kuo / Scott) to approve the Operating Statements for May through to July 2006, as presented. **CARRIED.**

B. Receivables Report

The Property Manager reviewed unit Owner receivables. No further action required.

6. **COMMITTEE REPORT**

A. Landscaping

Deferred.

7. **PROPERTY MANAGER'S REPORT**

A. Correspondence

Council reviewed correspondence pertinent to Agenda subject matters and required direction was provided.

8. **MEETING TERMINATION**

There being no further business, the meeting was adjourned at 8:20 p.m.

9. **NEXT MEETING**

Wednesday, November 8th, 2006, at 6:30 p.m.

NOTICE RE: GARBAGE / CARDBOARD – RESIDENTS ARE ADVISED THAT YOU MUST FLATTEN YOUR CARDBOARD BOXES PRIOR TO PLACING THEM INTO THE APPROPRIATE BIN. SHOULD YOU FIND THE BIN FULL, PLEASE HOLD ON TO YOUR CARDBOARD UNTIL THERE IS ROOM, OR OTHERWISE DISPOSE OF IT ELSEWHERE.

RESIDENTS ARE REMINDED – DO NOT LET ANY STRANGERS INTO THE BUILDING.

RESIDENTS ARE REMINDED THAT YOU CANNOT LEAVE ANYTHING IN THE HALLWAY OUTSIDE YOUR SUITE, INCLUDING MATS.

NOTE: PLEASE MAKE YOUR CHEQUES PAYABLE TO “STRATA PLAN LMS 265” AND ENSURE THAT YOUR UNIT NUMBER IS CLEARLY MARKED ON THE FACE OF EACH OF YOUR CHEQUES.

Do you have a question regarding payment of your account?
If so, please call 604-261-0285 and ask for Local 335.

ATTENTION

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.

THE WYNFORD GROUP OFFICE HOURS ARE MONDAY TO FRIDAY, 9:00 A.M. TO 5:00 P.M. FOR AFTER-HOUR EMERGENCIES ONLY, PLEASE CALL 604-261-0285, THEN PRESS “1” TO BE CONNECTED TO THE ANSWERING SERVICE.

APPROVED _____
BY
COUNCIL: _____

DATE: _____

(09/18/06)

min-09-13.265

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 265,
CONNAUGHT POINT, HELD ON WEDNESDAY, NOVEMBER 8th, 2006, AT 7:00 P.M.,
IN UNIT #103 – 2288 WEST 12th AVENUE, VANCOUVER, B.C.**

IN ATTENDANCE: Dorothy McClelland #103
 Jacquie Suzuki #105
 Duke Kuo #405
 Kyrene Kerr #412

PROPERTY MANAGER: Jim Hasler The Wynford Group

ABSENT (with regrets): Bill Scott #202
 Sue Shokar #106
 Sheryl Thomson #110

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. Introductions were made between Council and the Property Manager. After discussion, it was decided that all future Council meetings will start at 6:00 pm.

2. MINUTES OF THE PREVIOUS MEETING

It was **MOVED / SECONDED/ CARRIED** (Kerr / Suzuki) to approve the Minutes of the September 13th, 2006 Council Meeting, as circulated.

3. BUSINESS ARISING FROM THE MINUTES

A. Building Maintenance

Council discussed the ongoing maintenance and Dorothy reported that the repairs are substantially completed except for Units #301 and #307 where some balcony membrane work is still required and brick repairs at #310. PBEM will be returning to address those issues when weather permitting at a price quoted at \$1,600. Dorothy has asked PBEM to comment on the possibility of an application of Aqua-Stop in the parking garage.

Dorothy further suggested that the Council should meet with PBEM and the Property Manager indicated that he would also like to attend. That meeting will be scheduled in the near future.

Council also discussed the general monthly maintenance-planning sheet from The Wynford Group and directed the Property Manager to review and update it.

Duke Kuo suggested that the Strata Corporation adopt a capital plan whereby funds for future major projects be established within the Contingency Reserve Fund so that future Special Assessments can be avoided. The Property Manager was directed to note this suggestion in these Minutes so that the Owners can forward any comments or concerns. This issue will be raised for discussion at the Annual General Meeting.

B. Fire Safety Contract

Since the last meeting, the fire safety contract has been awarded to Fire Code Plus Engineering Ltd. Fire Code Plus will be attending the building on November 9th to address the deficiencies identified during the last annual inspection. They will also carry out the required monthly testing of the system and will be doing next year's annual inspection.

The fire alarm panel is monitored remotely by Standard Security Ltd. at the cost of \$50.00 per month. The Property Manager explained that, when the City of Vancouver requires a developer to establish remote monitoring, it must continue in perpetuity. The Strata Corporation has the option to terminate a contract with a provider subject to its terms but responsibility for monitoring would have to be assumed by another provider.

When the monitoring company receives a signal that the panel is in fire alarm mode, the Fire Department is automatically called. However, occupants should not totally rely on this and should go ahead and call 911 in the event of a fire emergency. When the monitoring company receives a "trouble" signal, a Council member or the Property Management company is alerted so that technicians can be called out to investigate the cause of the signal.

C. Privacy Officer

At the last meeting of Council, there was no provision made for the position of Privacy Officer. As this is now a requirement of the *Personal Privacy Protection Act*, Kyrene Kerr volunteered to serve in that capacity.

D. Fireplace Servicing

A fireplace servicing sheet has been posted in the parkade lobby on the notice board so occupants can sign up to have their gas fireplaces inspected and/or serviced. The notice was checked prior to the start of tonight's meeting and 7 occupants had signed up. The fireplace inspection and servicing will be done on Thursday, November 23rd and the occupants are responsible to pay Surefire Fireplaces Ltd directly.

Council received notification that an Owner has arranged to have the gas fireplace replaced. The Property Manager verified that there would be no alteration to any common property so no formal approval of the Council is required. However, during discussion, it was noted that when an Owner carries out any in-suite project that constitutes a "betterment or improvement" to the suite, a letter should be sent to the homeowner's insurance broker advising that this has been done. The reason is that only original fixtures as supplied and installed by the developer are covered by the Strata Corporation's insurance policy. All betterments and improvements must therefore be covered by the homeowner's insurance policy.

4. NEW BUSINESS

A. Enterphone Directory and Strata Mailbox

The Property Manager asked for and received clarification regarding the procedures for changing the numbers and letters on the enterphone panel and for checking the Strata Corporation's lobby mailbox. The numbers and letters are kept on site and the panel changes are carried out by Yeoman Property Services. The Property Manager confirmed that there was a key to the mailbox on The Wynford Group's set and volunteered to check the box once a week in conjunction with visits to other properties in the neighborhood.



**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 265,
CONNAUGHT POINT, HELD ON WEDNESDAY, JANUARY 18th, 2006, AT 7:00 P.M., IN
UNIT #105 - 2288 WEST 12th AVENUE, VANCOUVER, B.C.**

IN ATTENDANCE:	Bill Scott	President	#202
	Jacquie Suzuki	Vice-President	#105
	Duke Kuo	Treasurer	#405
	Sheryl Thomson	Secretary	#110
	Brian Forster	Building Committee	#107
	Kyrene Kerr		#412
	Michael Friedman		#309

PROPERTY MANAGER: Brian Suhner The Wynford Group

1. CALL TO ORDER

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

2. MINUTES OF THE PREVIOUS MEETING

It was **MOVED** and **SECONDED** (Forster / Friedman) to approve the Minutes of the Council Meeting dated November 22nd, 2005, as previously circulated. **CARRIED.**

3. BUSINESS ARISING FROM THE MINUTES

A. Building Maintenance

The annual review of the building envelope by Pacific Building Envelope Maintenance Ltd. (PBEM) has been completed. Some repairs will be required that were noted within PBEM's report. Required repairs will be scheduled to commence in the coming few months when the weather improves. Also, a quote to resolve a water-pooling problem on the balcony of Unit #412 will be solicited by Council. Review of the quote will take place when it is received.

B. Interior Decorating (Approved at AGM)

At this time, Council is awaiting contractor quotations for the interior decorating (interior painting / re-carpeting) work, which was approved at the last AGM.

C. Bothersome Odor – Units #309, #405, and #407

The Restoration Shop will be contacted again to schedule an inspection of Units #309, #405, and #407, to resolve a bothersome odor, which is entering the above units from the bathroom vents. The Property Manager will make the necessary arrangements.

4. NEW BUSINESS

A. Parkade Sump Pump Repair

Latham's was called out to resolve the problem of rising water levels within the sump at the P2 level which had caused the sump's alarm to sound. After inspection, the contractor advised that the sump pump had failed and requires replacement. Council reviewed the quotation for the replacement (\$2,695 plus GST) and approved the required work. The Property Manager will contact Latham's to co-ordinate the required work.

B. Elevator Lock Repair

The locksmith, Al Scott Lock, has satisfactorily completed repairs to the security lockset within the elevator which is used by Owners to access the parking areas.

C. Parkade Leak / Repair

Au Courant Contracting has satisfactorily completed repairs to resolve a parkade leak near Parking Stalls #24 and #25.

D. Inspection of Roof Top Fan Unit

Latham's was contacted to inspect the roof top re-circulating fan unit following reports of cold air and a gas odor within areas of the common hallways. The contractor has advised that there is no apparent problem with gas odors but has located a minor problem with the fan unit. The Property Manager will contact Latham's to ensure all required repairs are performed in the coming week.

E. Updated Fire Safety Plan

The fire company was contacted to perform the required work to update the building Fire Safety Plan per fire code regulations. At this time, the updated plan is awaiting City approval. A copy of the new plan will be placed within the lockbox situated in the lobby area when it is received. The Property Manager will contact Al Scott Locks to install a lock for the lockbox with keys to be given to Council and a key to be held at The Wynford Group.

F. Pressure Washing of Lower Patios

The Property Manager will solicit quotations for pressure washing of all lower patios which require attention. Review of the quotes will take place at the next Council Meeting.

5. FINANCIAL REPORT

A. Operating Statements

It was **MOVED** and **SECONDED** (Kuo / Friedman) to approve the Operating Statements for October, November, and December 2005, as presented. **CARRIED.**

B. Receivables Report

The Account Receivables as at January 18th, 2006, were reviewed and the Property Manager was directed to effect collection, as necessary.

6. COMMITTEE REPORT

A. Landscaping

After a brief discussion, Council was in agreement to install new topsoil for the hedges at the north side of the building. Arrangements will be made by Dorothy McClelland.

7. PROPERTY MANAGER'S REPORT

A. Correspondence

Received:

- Suites #301.

Council reviewed one letter of Owner correspondence, which did not require a response.

8. **MEETING TERMINATION**

There being no further business, the meeting was adjourned at 8:45 p.m.

Upcoming Meeting Schedule

Wednesday, March 15th, 2006, at 7:00 p.m., in Unit #105.

Wednesday, May 17th, 2006, at 7:00 p.m., in Unit #105 (Budget Meeting).

Wednesday, June 28th, 2006, (AGM – Formal Notice to follow the Budget Meeting).

NOTICE RE: GARBAGE / CARDBOARD – RESIDENTS ARE ADVISED THAT YOU MUST FLATTEN YOUR CARDBOARD BOXES PRIOR TO PLACING THEM INTO THE APPROPRIATE BIN. SHOULD YOU FIND THE BIN FULL, PLEASE HOLD ON TO YOUR CARDBOARD UNTIL THERE IS ROOM, OR OTHERWISE DISPOSE OF IT ELSEWHERE.

RESIDENTS ARE REMINDED - DO NOT LET ANY STRANGERS INTO THE BUILDING.

RESIDENTS ARE REMINDED THAT YOU CANNOT LEAVE ANYTHING IN THE HALLWAY OUTSIDE YOUR SUITE, INCLUDING MATS.

NOTE: PLEASE MAKE YOUR CHEQUES PAYABLE TO “STRATA PLAN LMS 265” AND ENSURE THAT YOUR UNIT NUMBER IS CLEARLY MARKED ON THE FACE OF EACH OF YOUR CHEQUES.

Do you have a question regarding payment of your account?
If so, please call 604-261-0285 and ask for Local 335.

ATTENTION

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.

THE WYNFORD GROUP OFFICE HOURS ARE MONDAY TO FRIDAY, 9:00 A.M. TO 5:00 P.M. FOR AFTER HOUR EMERGENCIES ONLY, PLEASE CALL 604-261-0285, THEN PRESS “1” TO BE CONNECTED TO THE ANSWERING SERVICE.

APPROVED _____
BY _____
COUNCIL: _____

Date: _____

(01.20.06) (min-01.18.265)

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 265,
CONNAUGHT POINT, HELD ON WEDNESDAY, MARCH 15th, 2006, AT 7:00 P.M., IN
UNIT #105 – 2288 WEST 12th AVENUE, VANCOUVER, B.C.**

IN ATTENDANCE:	Bill Scott	President	#202
	Jacque Suzuki	Vice-President	#105
	Duke Kuo	Treasurer	#405
	Brian Forster	Building Committee	#107
	Kyrene Kerr		#412
	Michael Friedman		#309

PROPERTY MANAGER: Brian Suhner The Wynford Group

REGRETS: Sheryl Thomson Secretary #110

1. CALL TO ORDER

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

2. GUEST BUSINESS

The new Owners of Unit #404 (Austin Kelly and Nicole Stonyk) advised Council of a bothersome fan noise that is heard from within their Unit. The mechanical contractor was contacted to inspect and resolve this concern several weeks ago. At this time, the contractor is waiting for parts to perform their recommended repairs. The Owners were thanked for their attendance, and they left the meeting.

3. MINUTES OF THE PREVIOUS MEETING

It was **MOVED** (Friedman) and **SECONDED** (Forster) to approve the Minutes of the Council meeting dated January 18th, 2006, as previously circulated. **CARRIED.**

4. BUSINESS ARISING FROM THE MINUTES

A. Building Maintenance

The annual review of the building envelope by Pacific Building Envelope Maintenance Ltd. (PBEM) has been completed. Some repairs will be required that were noted within PBEM's report. Required repairs will be scheduled to commence in the coming few months when the weather improves. Also, a quote to resolve a water-pooling problem on the balcony of Unit #412 will be solicited by Council. Review of the quote will take place when it is received.

B. Interior Decorating

Following review of all quotations for interior painting of the common hallways, stairwells, and the lobby area, Council approved the quote received from Certa Pro Painters. At this time, the painting work is nearing completion.

Discussion took place regarding the carpet replacement work. Contractor quotations have been received by Council and reviewed.

Costs to perform the re-carpeting work are higher than anticipated, and the approved amount \$18,000.00 which was agreed to by the Owners at the last Annual General Meeting, will not be enough to cover the actual cost to complete this work. Due to this fact, Council has agreed to call a Special General Meeting to obtain Owners' approval to increase the funding for this expenditure. The meeting has been scheduled to be held on April 19th, 2006, at 7:00 p.m., within the lobby. Explanatory information will be provided to the Owners at the meeting. A formal Notice for this meeting will follow these Minutes.

C. Bothersome Odor – Units #309, #405, and #407

The Restoration Shop has inspected Units #309, #405, and #407. The contractor advised that the bothersome odors are likely caused from cooking odors which are being blown into the wall cavities from hood fans in the lower Units. The contractor recommended that the small openings (holes) where the plumbing pipes lead into the bathroom wall be sealed with a sealant or expandable foam insulation, to stop the stale cooking odors from entering into the bathroom areas. The Owner of Unit #405 has performed sealant work and has advised that there has been a very noticeable improvement. Council has agreed to monitor this item.

D. Parkade Sump Pump Repair

Latham's has satisfactorily completed requirement replacement of the parkade sump pump.

E. Inspection of Roof Top Fan Unit

Latham's has completed roof top fan repairs which involved replacing a small section of the gas connection line for the fan unit.

F. Updated Fire Safety Plan

The fire company has completed work to update the building's fire safety plan. The updated plan has been forwarded to Council. The Property Manager will contact Key West Locksmiths to install a new lock for the fire plan box located in the lobby.

G. Pressure Washing of Lower Patios

After review of contractor quotations to perform pressure washing of the lower patios, Council was in agreement to approve the quote received from Milners Window Cleaning. The Property Manager will contact the contractor to schedule all work per their quote. It is so noted that the contractor will be advised to ensure that pressure washing work is not performed on any part of the stucco walls.

5. NEW BUSINESS

A. Window Repair #406

Accurate Glass will be contacted to perform minor window repairs at Unit #406.

B. Water in Parkade

Discussion took place regarding a pool of water which was located at the bottom of the parkade ramp. After discussion, it was determined that the water was caused from rain water that had flowed down the parkade ramp. Council has agreed to monitor this area.

C. Spring Start-up of Lawn Sprinklers

University Sprinklers will schedule the start-up of the lawn sprinklers in the spring.

D. Elevated Repair

Thyssen Elevators was recently contacted to attend to an emergency service call, to help someone that was trapped in the elevator.

E. Interior Light Repair

Fire Pro has completed minor repairs for a common interior emergency light pack, to restore its proper operation.

The contractor will be asked to return to check the emergency back-up lighting within the building, following a report that several of the lights were not operating, during a recent power outage.

F. Bylaw Reminder to Owners

It is the responsibility of Owners to ensure that your parking stalls are cleaned of all oil and gas drippings. Failure to clean your parking stalls by April 15th will be in violation of the Bylaws and will be subject to fines or penalties, as per the Bylaws. Thank you for your attention to this Bylaw reminder.

6. FINANCIAL REPORT

A. Operating Statements

It was **MOVED** (Kuo) and **SECONDED** (Kerr) to approve the Operating Statement for January 2006, as presented. **CARRIED.**

B. Receivables Report

The accounts receivable as at March 15th, 2006, were reviewed and the Property Manager was directed to effect collection, as necessary.

7. COMMITTEE REPORT

A. Landscaping

Nothing to report at this time.

8. PROPERTY MANAGER'S REPORT

A. Correspondence

Received:

- Unit #101.

Council reviewed one letter of Owner correspondence, which did not require a response.

9. MEETING TERMINATION

There being no further business, the meeting was adjourned at 8:26 p.m.

Next Council meeting date: Wednesday, May 17th, 2006, at 7:00 p.m., in Unit #105 (Budget Meeting).

Please note: A Special General Meeting has been scheduled to be held on April 12th, 2006, at 7:00 p.m., within the lobby area. Formal Notice to follow.

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APPROVED _____
BY
COUNCIL: _____

Date: _____

(03/20/06) (min-03-15.265)



**The
Wynford
Group**

Balsam Place, 202 - 5704 Balsam Street, Vancouver, BC, Canada V6M 4B9 ♦ (604) 261-0285 ♦ FAX (604) 261-9279
PROPERTY MANAGEMENT SERVICES

**TAKE NOTICE THAT THE SPECIAL GENERAL MEETING OF THE OWNERS, STRATA
PLAN LMS 265 - CONNAUGHT POINT - WILL BE HELD ON:**

DATE: **WEDNESDAY, APRIL 12th, 2006**

TIME: **7:00 P.M. (REGISTRATION AT 6:45 P.M.)**

PLACE: **LOBBY CONNAUGHT POINT
2288 WEST 12TH AVENUE
VANCOUVER, B.C.**

*****PLEASE BRING YOUR OWN CHAIR*****

An Agenda for this meeting along with some explanatory notes is enclosed herewith. Please read this material carefully and bring it with you to the meeting.

1. **PURPOSE:** To vote on the attached 3/4 Vote Resolution.
2. **QUORUM:** Notwithstanding Section 48 of the Act, if within 1/2 hour from the time appointed for an Annual or Special General Meeting a quorum is not present, the meeting shall be terminated if the meeting was convened upon the requisition of members, but in any other case, the eligible voters present in person or by proxy shall constitute a quorum.
3. **VOTING:** The vote for a Strata Lot may not be exercised, except on matters requiring a unanimous vote, if the Strata Corporation is entitled to register a lien against the Strata Lot (i.e. outstanding Strata Fees and / or Special Levies).
4. **3/4 VOTE RESOLUTION:** A "3/4 Vote" means a vote in favour of a Resolution by at least 3/4 of the votes cast by eligible voters who are present in person or by proxy at the time the vote is taken and who have not abstained from voting.
5. **PROXIES:** An instrument appointing a proxy shall be in writing under the hand of his appointer or attorney. A proxy need not be an Owner.

MAILING/DELIVERY DATE: March 22nd, 2006

(06-SGM-N.265)

THE SPECIAL GENERAL MEETING OF THE OWNERS, STRATA PLAN LMS 265, CONNAUGHT POINT, TO BE HELD ON WEDNESDAY, APRIL 12th, 2006, AT 7:00 P.M. (REGISTRATION AT 6:45 P.M.), IN THE LOBBY AT CONNAUGHT POINT, 2288 WEST 12th AVENUE, VANCOUVER, B.C.

AGENDA

1. CERTIFICATION OF PROXIES
2. CALL TO ORDER
3. ELECTION OF CHAIRPERSON, IF NECESSARY
4. PROOF OF NOTICE OF MEETING
5. APPROVAL OF AGENDA
6. APPROVAL OF PREVIOUS GENERAL MEETING MINUTES
- Annual General Meeting – June 15th, 2005
7. APPROVAL OF 3/4 VOTE RESOLUTION #1 ATTACHED
8. MEETING TERMINATION

STRATA PLAN LMS 265 - CONNAUGHT POINT

3/4 VOTE RESOLUTION #1

WHEREAS the Owners, Strata Plan LMS 265, Connaught Point, wish to amend the Resolution #5 that was previously approved by the Owners at the Annual General Meeting dated June 15th, 2005;

Previously Approved Resolution #5:

WHEREAS the Owners, Strata Plan LMS 265, Connaught Point, wish to re-carpet the interior common areas;

BE IT THEREFORE RESOLVED as a 3/4 Vote Resolution of the Owners, Strata Plan LMS 265, Connaught Point, to re-carpet the interior common areas, with the funds being taken from the Contingency Reserve Fund, in an amount not to exceed \$20,000.

To now read as follows:

BE IT THEREFORE RESOLVED as a 3/4 Vote Resolution of the Owners, Strata Plan LMS 265, Connaught Point, to re-carpet and install ceramic tiles within the interior common areas, at a cost not to exceed \$40,000. Funding for this expenditure shall be taken from the Contingency Reserve Fund.

* Explanatory information will be provided at the meeting.



**MINUTES OF THE SPECIAL GENERAL MEETING OF THE OWNERS, STRATA PLAN
LMS 265, CONNAUGHT POINT, HELD WEDNESDAY, APRIL 12th, 2006, AT 7:00 P.M.,
WITHIN THE LOBBY, WEST 12th AVENUE, VANCOUVER, B.C.**

Property Manager: Brian Suhner The Wynford Group

WHEREAS the Owners, Strata Plan LMS 265, Connaught Point, wish to re-carpet the interior common areas:

BE IT THEREFORE RESOLVED as a 3/4 Vote Resolution of the Owners, Strata Plan LMS 265, Connaught Point, to re-carpet the interior common areas, with the funds being taken from the Contingency Reserve Fund, in an amount not to exceed \$20,000.

To now read as follows:

BE IT THEREFORE RESOLVED as a 3/4 Vote Resolution of the Owners, Strata Plan LMS 265, Connaught Point, to re-carpet and install ceramic tiles within the interior common areas, at a cost not to exceed \$40,000. Funding for this expenditure shall be taken from the Contingency Reserve Fund.

* Explanatory information will be provided at the meeting.

The Chair, Bill Scott, advised Owners that the funds required to complete the re-carpeting of the interior common areas was approximated to cost not more than \$20,000.00. After further review of the scope of work required to complete this project, Council found that the width of the hallways are slightly larger than the standard width of new carpet which comes from the carpet manufacturers, resulting in a large amount of wastage. It was then decided to obtain contractor quotations to install new carpet (standard width) together with ceramic tile on the outer edges of the hallway carpet. As such, additional funds are required to complete this project. (The attached breakdown of actual costs is provided with these Minutes.)

At this time, discussion ensued regarding the number of contractor quotes, which had been received, and the contractor's costs noted within the quotes for the carpet replacement work only.

After discussion, it was **MOVED** (#405) and **SECONDED** (#212) to amend Resolution #1 to now read as follows:

"BE IT THEREFORE RESOLVED as a 3/4 Vote Resolution of the Owners, Strata Plan LMS 265, Connaught Point, to re-carpet and install ceramic tiles within the interior common areas, at a cost not to exceed \$40,000. Funding for this expenditure shall be taken from the Contingency Reserve Fund. Council will obtain up to three more contractor quotations for the carpet replacement only and will then select a contractor."

The motion to amend was **CARRIED UNANIMOUSLY**.

The question was then called to approve 3/4 Vote Resolution #1 as amended, with the result being **CARRIED UNANIMOUSLY**.

8. MEETING TERMINATION

There being no further business, the meeting was adjourned at 7:36 p.m.

Do you have a question regarding payment of your account? If so, please call 604-261-0285 and ask for Local 335.

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APPROVED _____

DATE: _____

BY

COUNCIL: _____

(04/19/06) (06-SGM-M.265)

Attachment: Breakdown of Actual Costs

STRATA PLAN LMS 265 – CONNAUGHT POINT

SPECIAL GENERAL MEETING Wednesday, April 12, 2006 – 7:00 PM

BACKGROUNDER

Approved at June 15, 2005 Annual General Meeting:

Painting

Funds from Contingency Reserve Fund not to exceed	\$18,000.00
Total (approximate)	<u>15,000.00</u>
Under budget (approximate)	3,000.00

Re-carpeting/Tiling/Decorating Lobby

Funds from Contingency Reserve Fund not to exceed	\$20,000.00
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Breakdown for over budget requiring SGM:

• Splurge carpet	27,950.00
• GST	<u>1,956.50</u>
• Total	29,906.50
• 15% for unforeseen based on \$27,950	<u>4,192.50</u>

Total	34,099.00
-------	-----------

• Tile – Labour/Tile	2,281.30
• PST/GST @ 14%	<u>319.38</u>
• Total	2,600.68

• 15% for unforeseen based on \$2,281.30	<u>342.15</u>
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Total	2,942.83
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• Decorating Lobby with Plants, repaint chairs, new Cushions, small table (approx.)	<u>1,000.00</u>
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Grand Total	\$38,041.83
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Less previously approved amount of \$20,000	<u>20,000.00</u>
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Need special general meeting to approve or not to exceed \$20,000.	\$18,041.83
---	--------------------

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN LMS 265,
CONNAUGHT POINT, HELD ON WEDNESDAY, MAY 17th, 2006, AT 7:00 P.M., IN UNIT
#105 – 2288 WEST 12th AVENUE, VANCOUVER, B.C.**

IN ATTENDANCE:	Bill Scott	President	#202
	Jacque Suzuki	Vice-President	#105
	Duke Kuo	Treasurer	#405
	Sheryl Thomson	Secretary	#110
	Brian Forster	Building Committee	#107
	Kyrene Kerr	Redecorating Committee	#412
	Michael Friedman		#309

PROPERTY MANAGER: Brian Suhner The Wynford Group

1. CALL TO ORDER

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

2. GUEST BUSINESS

Dorothy McClelland of Unit #103 who has been assisting Council with co-ordinating the carpet replacement (interior decorating) work, provided an update on the progress thus far. Following discussion of the scope of work and the additional contractor quotations that were solicited as per the condition set forth within the Resolution approved at the Special General Meeting dated April 12th, 2006, Ms. McClelland was thanked for all her work and she left the meeting.

3. MINUTES OF THE PREVIOUS MEETING

It was **MOVED** (Forster) and **SECONDED** (Thomson) to approve the Minutes of the Council meeting dated March 15th, 2006, with one noted correction:

1. That under the heading: Business Arising from the Minutes – Item B – Interior Decorating, “the amount noted of \$18,000.00 is corrected to state \$20,000.00” which was the amount previously approved by the Owners at the June 15th, 2005 Annual General Meeting.
CARRIED.

4. BUSINESS ARISING FROM THE MINUTES

A. Building Maintenance

Following review of the quotation received from Pacific Building Envelope Maintenance Ltd. (PBEM) to perform required repairs that are noted within their annual maintenance review report, Council agreed that all noted repairs be performed. However, the scope of repairs noted for the deck at Unit #412 requires revision by PBEM. The Property Manager will contact PBEM to revise their quote for the deck repairs at Unit #412, and will forward the revised quote to Council upon receipt, for their review and approval.

Note: All repair costs per PBEM's quote will be expensed from this year's budget.

B. Interior Decorating

Please refer to the information provided under Guest Business and the attached Notice to Owners.

C. Updated Fire Safety Plan Lockbox

Al Scott Locks has completed installation of a new lock for the lockbox within the lobby that contains the updated Fire Safety Plan.

D. Pressure Washing of Lower Patios

Milners Window Cleaning has completed all pressure washing work, per their quotation.

E. Window Repair – #406

Accurate Glass has satisfactorily completed minor window repairs at Unit #406.

F. Spring Start-Up of Lawn Sprinklers

University Sprinklers has performed spring start-up of lawn sprinklers. The Property Manager will advise the contractor to return to inspect all sprinkler heads to ensure that they are positioned correctly, and to turn off the sprinkler heads for the common garden bed near Unit #106, as the heavy spraying of water is causing damage to plants within this garden bed.

G. Interior Lighting / Emergency Batteries

The fire company has checked all emergency back-up lighting within the building, to ensure their proper operation.

H. 2006 / 2007 Budget

After review of the proposed 2006 / 2007 Operating Budget, Council approved the budget for presentation to the Owners at the upcoming Annual General Meeting scheduled to be held on Wednesday, June 28th, 2006.

5. NEW BUSINESS

A. Audit

The Property Manager will contact BME & Partners to perform the Strata Corporation's yearly financial audit.

B. Elevator Repairs

Thyssen Elevators has completed elevator repairs that were required on three separate occasions.

C. Bothersome Fan Noise – #404

The mechanical contractor, Latham's, was contacted to inspect and resolve a bothersome fan noise reported by the Owners at Unit #404. Minor repairs were performed by Latham's to attempt to resolve the problem noise. However, the Owners have advised Council again that the bothersome noises are still apparent. At this time, Council awaits for a report and recommended repair to resolve this issue, from a mechanical contractor known to the Owner of Unit #404.

D. Common Door Repairs

Al Scott Locks has satisfactorily completed minor door repairs at the fire exit door on the 2nd floor, and the building's front entrance door lock, to restore their proper operation.

E. Garage Gate Repair / Quote for Recommended Repairs

Overhead Doors has completed required garage gate repairs. While on site performing repairs, the contractor noted that additional maintenance is required for the mechanical assembly of the gate to ensure its proper operation. The contractor provided a quotation and after review of this quote, Council approved the necessary work as indicated in the quote. The Property Manager will contact the contractor to schedule all required work.

Note: All costs per this work will be expensed from this year's budget.

F. Annual Fire Inspection

Fire Pro has completed the annual fire inspection of common area and in-suite fire equipment on May 8th, 2006. Return visits are required for the following units that failed to provide access to the contractor.

Please note: This is a mandatory fire safety preventative maintenance item, and all Units must be inspected to ensure the proper operation of the in-suite fire equipment.

Return Visits will be performed on Wednesday, June 21st, 2006 (beginning at 8:30 a.m. to 9:30 a.m.) for Units: #108, #109, #204, #207, #308, #311, #401, #406, and #407.

The costs for this return visit will be paid by the Strata Corporation. However, failure to provide access will result in another return visit and the costs for this return visit inspection will be charged back to those Strata Lot Owners.

G. Strata Corporation Insurance Renewal

The Strata Corporation's insurance policy for the effective date of May 31st, 2006, has been renewed. The new policy's annual premium is \$13,246.00.

6. FINANCIAL REPORT

A. Operating Statements

It was **MOVED** (Kuo) and **SECONDED** (Forster) to approve the Operating Statements for February 2006, March 2006, and April 2006, as presented. **CARRIED.**

B. Receivables Report

The accounts receivable as at May 17th, 2006, were reviewed and the Property Manager was directed to effect collection, as necessary.

7. COMMITTEE REPORT

A. Landscaping

Nothing to report at this time.

8. PROPERTY MANAGER'S REPORT

A. Correspondence

Received:

- From Unit #212 and Unit #408.

Council reviewed all letters of Owner correspondence and the Property Manager was asked to respond on Council's behalf.

9. **MEETING TERMINATION**

There being no further business, the meeting was adjourned at 8:42 p.m.

The next meeting will be the Annual General Meeting and is scheduled to be held on Wednesday, June 28th, 2006, at 7:00 p.m., within the Lobby at Connaught Point, 2288 West 12th Avenue, Vancouver (Registration to commence at 6:45 p.m.). Formal Notice to follow.

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APPROVED _____
BY _____
COUNCIL: _____

Date: _____

(05/23/06) (min-05-17.265)

Attachment: Notice to Residents re: Tiling

NOTICE TO RESIDENTS OF CONNAUGHT POINT

Tiling of the front entranceway, elevator and basement vestibule will commence on **MONDAY, MAY 22** (Victoria Day Holiday).

NO ENTRY:

8:00 AM – 1:00 PM – FRONT ENTRANCE WAY

**1:00 PM UNTIL 6:00 AM TUES. MAY 23 – ELEVATOR
AND BASEMENT VESTIBULE**

Please use the east and south west doors for exit/access to the building or the basement.

Because Monday is a holiday there will be no mail delivery.

There will be noise especially to remove the tile in the elevator and we apologize for any inconvenience this may cause.

Thank you all for your restricting your travel in the building while the tiling is being done.

We are anticipating commencing the re-carpeting project by mid-June.

Should you have any questions or concerns, please contact Kyrene Kerr at 604-732-9699 or Jacquie Suzuki at 604-733-9322.

**Strata Council Members
Wynford Group**

(Distribution to each owner's door, posting on bulletin boards, entranceway doors, basement vestibule doors and east/south west doors)



**TAKE NOTICE THAT THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA
PLAN LMS 265 - CONNAUGHT POINT - WILL BE HELD ON:**

DATE: WEDNESDAY, JUNE 28th, 2006

TIME: 7:00 P.M. (REGISTRATION AT 6:45 P.M.)

**PLACE: LOBBY CONNAUGHT POINT
2288 WEST 12th AVENUE
VANCOUVER, B.C.**

*****PLEASE BRING YOUR OWN CHAIR*****

An Agenda for this meeting along with some explanatory notes is enclosed herewith. Please read this material carefully and bring it with you to the meeting.

1. **PURPOSE:** To review the operation of the Strata Corporation over the past year, to vote on any 3/4 Vote Resolutions, to adopt the 2006 / 2007 Budget, and to elect a Strata Council for the coming year.
2. **QUORUM:** Notwithstanding Section 48 of the Act, if within 1/2 hour from the time appointed for an Annual or Special General Meeting a quorum is not present, the meeting shall be terminated if the meeting was convened upon the requisition of members, but in any other case, the eligible voters present in person or by proxy shall constitute a quorum.
3. **VOTING:** The vote for a Strata Lot may not be exercised, except on matters requiring a unanimous vote, if the Strata Corporation is entitled to register a lien against the Strata Lot (i.e. outstanding Strata Fees and / or Special Levies).
4. **3/4 VOTE RESOLUTION:** A "3/4 Vote" means a vote in favour of a Resolution by at least 3/4 of the votes cast by eligible voters who are present in person or by proxy at the time the vote is taken and who have not abstained from voting.
5. **PROXIES:** An instrument appointing a proxy shall be in writing under the hand of his appointer or attorney. A proxy need not be an Owner.

MAILING/DELIVERY DATE: Wednesday, June 7th, 2006

THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN LMS 265, CONNAUGHT POINT, TO BE HELD ON WEDNESDAY, JUNE 28th, 2006, AT 7:00 P.M. (REGISTRATION AT 6:45 P.M.), IN THE LOBBY AT CONNAUGHT POINT, 2288 WEST 12th AVENUE, VANCOUVER, B.C.

A G E N D A

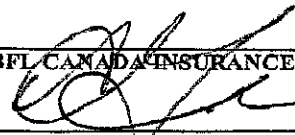
1. CERTIFICATION OF PROXIES
2. CALL TO ORDER
3. ELECTION OF CHAIRPERSON, IF NECESSARY
4. PROOF OF NOTICE OF MEETING
5. APPROVAL OF AGENDA
6. APPROVAL OF PREVIOUS GENERAL MEETING MINUTES
- Special General Meeting – April 12th, 2006
7. PRESIDENT'S REPORT
8. REPORT ON INSURANCE ATTACHED
9. APPROVAL OF 3/4 VOTE RESOLUTION #1 ATTACHED
10. APPROVAL OF THE 2006 / 2007 OPERATING BUDGET ATTACHED
11. APPROVAL OF 3/4 VOTE RESOLUTIONS #2 & #3 ATTACHED
12. NEW BUSINESS
- General Discussion
13. ELECTION OF 2006 / 2007 STRATA COUNCIL
14. MEETING TERMINATION

CERTIFICATE OF INSURANCE		Previous Policy No. BFL04LMS0265	Renewal Policy No. BFL04LMS0265
NAME OF INSURED		The Owners, Strata Plan LMS265, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners.	
PROPERTY MANAGER		Wynford Realty Group Ltd.	
MAILING ADDRESS		202 - 5704 Balsam Street, Vancouver, BC V6M 4B9	
POLICY PERIOD		From: May 31, 2006	To: May 31, 2007
INSURED LOCATION		12:01 a.m. standard time at the location of the premises as to each of the said dates 2288 West 12th Avenue, Vancouver, BC V6K 4R2	
CONSTRUCTION		CONNAUGHT POINT	
OCCUPIED BY INSURED AS		Frame	4 Stories
		46 Residential Units	Nil Commercial Units
			1 Building
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
SECTION I - PROPERTY (Revision date Nov 23, 2005/RB)			\$ 6,700,000
A. All Property - All Risks, Stated Amount Co-Insurance, Guaranteed Replacement Cost, By-Laws			
All Risks		\$ 1,000	
Sewer Backup Damage		\$ 2,500	
Water Damage		\$ 2,500	
Earthquake Damage		% 10	
Flood Damage		\$ 10,000	
Lock & Key		\$ 250	\$ 10,000
B. Business Interruption (Gross Rents), Indemnity Period - N/A Months			\$ Not Covered
SECTION II - COMPREHENSIVE CRIME (Strata 3 - 06)			
A. Employee Dishonesty			\$ 25,000
B. Money and Securities Broad Form Coverage			\$ 10,000
SECTION III - COMMERCIAL GENERAL LIABILITY (Strata 3 - 06)			
General Total Limit		\$ 1,000	\$ 10,000,000
Products and Completed Work Total Limit		\$	\$ 10,000,000
Limited Pollution Liability Total Sub-Limit		\$	\$ 1,000,000
Each Event Limit		\$	\$ 10,000,000
Limited Pollution Liability Each Event Sub-Limit		\$	\$ 1,000,000
Medical Expenses Limit		\$	\$ 10,000
Personal Injury Liability Limit		\$	\$ 10,000,000
Each Event Deductible - Limited Pollution Liability		\$ 10,000	
Each-Event Deductible - All Other Losses		\$ 1,000	
SECTION IV - CONDOMINIUM DIRECTORS & OFFICERS LIABILITY			
Claims Made Form (Including Property Manager)		\$ Nil	\$ 2,000,000
SECTION V - COMPREHENSIVE GLASS (Strata 3 - 06)			
Residential		\$ 100	Blanket
Commercial		\$ N/A	Not Covered
SECTION VI - BOILER & MACHINERY (Strata 3 Mar-06)			
A. Objects Insured - objects as described and defined for Standard Comprehensive Form, Data Processing Equipment and Electronic Equipment included			
B. Direct Damage including Repair or Replacement, By Laws coverage, Off Premises Power.		\$ 500	\$ 6,700,000
Sub Limits - Ammonia Contamination			\$ 100,000
Water Damage			\$ 100,000
Expediting Expenses			\$ 100,000
Professional Fees			\$ 100,000
PCB Contamination			\$ 100,000
C. Business Interruption/Extra Expense			
Loss of Profits - Rents N/A Months Indemnity Period		24 Hour Waiting Period	\$ 100,000
		24 Hour Waiting Period	\$ Not Covered
SECTION VII - POLLUTION LIABILITY - Claims Made Form			
Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense		\$ 25,000	\$ 250,000
SECTION VIII - VOLUNTEER ACCIDENT			
Principal Sum		See Policy Wordings	\$ 100,000
SECTION IX - NON-OWNED AUTOMOBILE (Strata 3 - 06)			
Any One Accident Limit			\$ 10,000,000
LOSS IF ANY PAYABLE TO:		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)	
ANNUAL PREMIUM:			\$ 13,248.00
This Policy contains a clause(s) which may limit the amount payable			

SUBSCRIPTION

3

This Certificate is not valid unless countersigned by an Authorized Representative of the Insurer(s).
 E.& O.E.
 DATE: May 19, 2006

BFI CANADA INSURANCE SERVICES INC.

AUTHORIZED REPRESENTATIVE

BFL Canada Insurance Services Inc.

1177 West Hastings Street, Suite 200, Vancouver, BC V6E 2K3

Phone No. (604) 669-9600 Fax No. (604) 683-9316

vancouver@bfl87.ca

International Insurance Brokers**LIST OF INSURERS**

Insurance Company	Section	Participation %	Master Policy Number	Premium \$
Aviva Insurance Company	Property	25%	BFL SPW001	
AXA Pacific Insurance Company	Property	25%	BFL SPW001	
	Boiler and Machinery	100%	5507420	
Great American Insurance Group	Condominium Directors and Officers Liability	100%	D14100	
St. Paul Fire & Marine Insurance Company	Property	50%	BFL SPW001	
	Lock and Key	100%		
	Comprehensive Crime	100%		
	Commercial General Liability	100%		
	Comprehensive Glass	100%		
The Citadel Assurance Company (minimum and retained)	Volunteer Accident	100%	9224399	
XL Insurance Company, Ltd. (minimum and retained)	Pollution Liability	100%	PCN001629102	

STRATA PLAN LMS 265 – CONNAUGHT POINT

3/4 VOTE RESOLUTION #1

WHEREAS the Owners, Strata Plan LMS 265, Connaught Point, wish to transfer any year-end operating surplus to the Contingency Reserve Fund or fund any unexpected deficit from the Contingency Reserve Fund;

BE IT THEREFORE RESOLVED as a 3/4 Vote Resolution of the Owners, Strata Plan LMS 265, Connaught Point, to transfer any year-end operating surplus or deficit (fiscal year ending May 31st, 2006), to or from the Contingency Reserve Fund, as and when cash flow permits and Council deems appropriate.

Balance Sheet (Accrual)
LMS 265 CONNAUGHT POINT - (4051)
Apr 2006

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CURRENT ASSETS

Bank - Vancity Savings	28,699.58
Equity Shares - Vancity	277.92
Fees Receivable	1,560.98
Fines Receivable	1,056.30
Lien/NSF Charges Receivable	110.00
Other Receivables	91.19
Petty Cash	100.00
Prepaid Insurance	1,058.42
TOTAL CURRENT ASSETS	32,954.39

TOTAL ASSETS

32,954.39

CURRENT LIABILITIES

Strata Fees - Prepayment	534.05
Deposits Held	230.00
Refundable Key Deposits	50.00
Accrued Audit Fees	1,275.08
TOTAL CURRENT LIABILITIES	2,089.13

EQUITY

Fund Balance Current Year	23,865.56
Self Insurance Reserve	6,999.70
TOTAL EQUITY	30,865.26

TOTAL LIABS & EQUITY

32,954.39

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Budget Comparison Cash Flow (Accrual)
LMS 265 CONNAUGHT POINT - (4051)
Apr 2006

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	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
REVENUES									
Strata Fees	11,625.16	11,625.00	0.16	0.00	127,876.76	127,875.00	1.76	0.00	139,500.00
By-Law Fines/Late Fees	125.00	25.00	100.00	400.00	1,050.00	275.00	775.00	281.82	300.00
Interest Income	113.37	58.33	55.04	94.36	1,178.16	641.63	536.53	83.62	700.00
Move-in/Move-out Charges	0.00	25.00	-25.00	-100.0	500.00	275.00	225.00	81.82	300.00
Key Revenue	0.00	0.00	0.00	0	105.00	0.00	105.00	0	0.00
Parking Fees	50.00	50.00	0.00	0.00	900.00	550.00	350.00	63.64	600.00
Door Openers - Transmitters	80.00	0.00	80.00	0	120.00	0.00	120.00	0	0.00
Miscellaneous	0.00	0.00	0.00	0	134.09	0.00	134.09	0	0.00
TOTAL REVENUES	11,993.53	11,783.33	210.20	1.78	131,864.01	129,616.63	2,247.38	1.73	141,400.00
EXPENSES									
ADMINISTRATIVE EXPENSES									
Management Fees	936.25	937.50	1.25	0.13	10,298.75	10,312.50	13.75	0.13	11,250.00
Photos/Postage/Courier	243.34	108.33	-135.01	-124.6	1,290.06	1,191.63	-98.43	-8.26	1,300.00
Audit	115.92	125.00	9.08	7.26	1,275.08	1,375.00	99.92	7.27	1,500.00
Insurance Expense	1,150.42	1,125.00	-25.42	-2.26	11,785.58	12,375.00	589.42	4.76	13,500.00
Guest Suite Expense	0.00	0.00	0.00	0	230.00	0.00	-230.00	0	0.00
Meeting & Miscellaneous	0.00	41.67	41.67	100.00	0.00	458.37	458.37	100.00	500.00
TOTAL ADMINISTRATIVE EXP	2,445.93	2,337.50	-108.43	-4.64	24,879.47	25,712.50	833.03	3.24	28,050.00
UTILITIES									
BC Hydro Electricity	820.60	500.00	-320.60	-64.12	4,299.28	5,500.00	1,200.72	21.83	6,000.00
Gas	1,698.92	1,350.00	-348.92	-25.85	12,656.14	14,850.00	2,193.86	14.77	16,200.00
Water/Sewer	0.00	541.67	541.67	100.00	4,027.81	5,958.37	1,930.56	32.40	6,500.00
Garbage Disposal	188.32	250.00	61.68	24.67	2,534.58	2,750.00	215.42	7.83	3,000.00
Enterphone	45.88	83.33	37.45	44.94	575.00	916.63	341.63	37.27	1,000.00
TOTAL UTILITIES	2,753.72	2,725.00	-28.72	-1.05	24,092.81	29,975.00	5,882.19	19.62	32,700.00
BUILDING MAINTENANCE									
Janitorial	760.17	750.00	-10.17	-1.36	8,108.54	8,250.00	141.46	1.71	9,000.00
Supplies	0.00	41.67	41.67	100.00	951.44	458.37	-493.07	-107.5	500.00
Pest Control	51.36	75.00	23.64	31.52	768.26	825.00	56.74	6.88	900.00
Elevator Maintenance	240.75	316.67	75.92	23.97	3,097.13	3,483.37	386.24	11.09	3,800.00
Plumbing	0.00	250.00	250.00	100.00	170.67	2,750.00	2,579.33	93.79	3,000.00
Mechanical & Generator	0.00	166.67	166.67	100.00	7,501.17	1,833.37	-5,667.80	-309.1	2,000.00
Fire Equipment	844.10	291.67	-552.43	-189.4	2,718.21	3,208.37	490.16	15.28	3,500.00
General Interior Repair	1,163.63	500.00	-663.63	-132.7	1,448.63	5,500.00	4,051.37	73.66	6,000.00
Dryer Vent Maintenance	0.00	175.00	175.00	100.00	0.00	1,925.00	1,925.00	100.00	2,100.00
Locks & Keys	0.00	45.83	45.83	100.00	262.43	504.13	241.70	47.94	550.00
TOTAL BUILDING MAINT	3,060.01	2,612.51	-447.50	-17.13	25,026.48	28,737.61	3,711.13	12.91	31,350.00
EXTERIOR MAINT & REPAIRS									
General Repairs	1,064.65	416.67	-647.98	-155.5	1,917.98	4,583.37	2,665.39	58.15	5,000.00
Window/Seal Replacements	0.00	166.67	166.67	100.00	0.00	1,833.37	1,833.37	100.00	2,000.00
Garage Door	140.17	41.67	-98.50	-236.3	321.76	458.37	136.61	29.80	500.00
Painting - Exterior	0.00	250.00	250.00	100.00	2,241.65	2,750.00	508.35	18.49	3,000.00
Preventative Maint. Program	0.00	833.33	833.33	100.00	3,424.00	9,166.63	5,742.63	62.65	10,000.00
TOTAL EXTERIOR M & R	1,204.82	1,708.34	503.52	29.47	7,905.39	18,791.74	10,886.35	57.93	20,500.00
GROUPS & GARDENS									
Landscaping Services	963.00	1,000.00	37.00	3.70	10,593.00	11,000.00	407.00	3.70	12,000.00
G & G Improvements	192.60	83.33	-109.27	-131.1	1,449.36	916.63	-532.73	-58.12	1,000.00
Irrigation System	114.69	66.67	-48.02	-72.03	301.94	733.37	431.43	58.83	800.00
TOTAL GROUPS & GARDENS	1,270.29	1,150.00	-120.29	-10.46	12,344.30	12,650.00	305.70	2.42	13,800.00
TOTAL OPERATING EXPENSES	10,734.77	10,533.35	-201.42	-1.91	94,248.45	115,866.85	21,618.40	18.66	126,400.00
BALANCE BEFORE RESERVES	1,258.76	1,249.98	8.78	0.70	37,615.56	13,749.78	23,865.78	173.57	15,000.00
TRANSFER TO RESERVES									
Contingency Reserves	1,250.00	1,250.00	0.00	0.00	13,750.00	13,750.00	0.00	0.00	15,000.00
TOTAL TO RESERVES	1,250.00	1,250.00	0.00	0.00	13,750.00	13,750.00	0.00	0.00	15,000.00
NET SURPLUS/(DEFICIT)	8.76	-0.02	8.78	-43.90	23,865.56	-0.22	23,865.78	-10.84	0.00

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Budget Comparison Cash Flow (Accrual)
LMS 265 CONNAUGHT POINT - (4051)
Apr 2006

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	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
CASH FLOW	8.76	-0.02	8.78	-43,90	23,865.56	-0.22	23,865.78	-10,84	0.00
Beginning Cash	27,675.38								
Ending Balance	28,699.58								

Balance Sheet (Accrual)
LMS265 CONNAUT PT CONTINGENCY - (4051-1)
Apr 2006

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CURRENT ASSETS	
Bank - Vancity Savings	177,901.22
TOTAL CURRENT ASSETS	177,901.22
TOTAL ASSETS	<u>177,901.22</u>
EQUITY	
Fund Balance Current Year	4,640.58
Contingency Reserve Fund	173,260.64
TOTAL EQUITY	177,901.22
TOTAL LIABS & EQUITY	<u>177,901.22</u>

Budget Comparison Cash Flow (Accrual)
LMS265 CONNAUT PT-CONTINGENCY - (4051-1)
Apr 2006

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	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
REVENUES									
Revenue from Operating	1,250.00	0.00	1,250.00	0	13,750.00	0.00	13,750.00	0	0.00
Interest Income	604.66	0.00	604.66	0	4,624.78	0.00	4,624.78	0	0.00
TOTAL REVENUES	1,854.66	0.00	1,854.66	0	18,374.78	0.00	18,374.78	0	0.00
EXPENSES									
BUILDING MAINTENANCE									
General Interior Repair	12,559.87	0.00	-12,559.87	0	13,734.20	0.00	-13,734.20	0	0.00
TOTAL BUILDING MAINT	12,559.87	0.00	-12,559.87	0	13,734.20	0.00	-13,734.20	0	0.00
TOTAL OPERATING EXPENSES	12,559.87	0.00	-12,559.87	0	13,734.20	0.00	-13,734.20	0	0.00
BALANCE BEFORE RESERVES	-10,705.21	0.00	-10,705.21	0	4,640.58	0.00	4,640.58	0	0.00
NET SURPLUS/(DEFICIT)	-10,705.21	0.00	-10,705.21	0	4,640.58	0.00	4,640.58	0	0.00
CASH FLOW	-10,705.21	0.00	-10,705.21	0	4,640.58	0.00	4,640.58	0	0.00
Beginning Cash	188,606.43								
Ending Balance	177,901.22								

(10)

STRATA PLAN LMS 265 - CONNAUGHT POINT
REQUIRED BUDGET / FINANCIAL STATEMENT INFORMATION
as per Regulations 6.6 and 6.7 of the Strata Property Act

Fiscal Year: June 1st - May 31st

OPERATING FUND

OPENING BALANCE as at June 1, 2005
(Prior Year(s) Surplus/Deficit)

\$0

ESTIMATED CLOSING BALANCE as at May 31, 2006

\$23,971

Self Insurance Reserve

\$7,000

ESTIMATED CLOSING BALANCE as at May 31, 2006

\$30,971

Transfer to Contingency Reserve Fund

(30,971)

ESTIMATED CLOSING BALANCE as at May 31, 2005

(\$0)

CONTINGENCY RESERVE FUND

OPENING BALANCE as at June 1, 2005

\$173,261

ESTIMATED CLOSING BALANCE as at May 31, 2006

\$143,624

Transfer Operating Surplus

30,971

CONTRIBUTION TO CRF - June 1, 2006 - May 31, 2007

15,000

Less 3/4 Vote Resolutions to be voted on:

a) Painting

(18,000)

b) Carpeting

(40,000)

ESTIMATED CLOSING BALANCE as at May 31, 2006

\$131,595

STRATA PLAN LMS 265 - CONNAUGHT POINT

PROPOSED OPERATING BUDGET 2006 - 2007

Fiscal Year: June 1st to May 31st

CHART CODE	DESCRIPTION	Y-T-D ACTUAL (04/30/06)	EST. TO YEAR END	CURRENT BUDGET	PROPOSED BUDGET 2006/2007
REVENUES					
4050	Strata Fees	127,877	139,500	139,500	139,500
4150	By-Law Fines/Late Fees	1,050	1,050	300	300
4200	Interest Income	1,178	1,178	700	500
4400	Move-in/Move-out Charges	500	500	300	300
4450	Key Revenue	105	105	0	0
4800	Parking Fees	900	980	600	600
	Prior Years Surplus	0	0	0	0
TOTAL REVENUES		131,610	143,313	141,400	141,200
EXPENSES					
ADMINISTRATIVE EXPENSES					
5110	Management Fees	10,299	11,235	11,250	11,650
5130	Photos/Postage/Courier	1,290	1,400	1,300	1,300
5140	Audit	1,275	1,275	1,500	1,500
5142	Trust Audit	0	0	0	450
5150	Insurance Expense	11,786	12,752	13,500	13,500
5280	Meeting & Miscellaneous	0	0	500	500
TOTAL ADMINISTRATIVE EXP		24,649	26,662	28,050	28,900
UTILITIES					
5310	BC Hydro Electricity	4,299	5,120	6,000	6,000
5320	Terasen Gas	12,656	14,350	16,200	16,200
5330	City Water/Sewer	4,028	6,250	6,500	6,500
5340	Garbage Disposal	2,535	2,725	3,000	3,000
5352	Enterphone	575	620	1,000	1,000
TOTAL UTILITIES		24,093	29,065	32,700	32,700
BUILDING MAINTENANCE					
5410	Janitorial	8,109	8,870	9,000	9,000
5420	Supplies	951	951	500	500
5430	Pest Control	768	820	900	900
5450	Elevator Maintenance	3,097	3,340	3,800	3,800
5470	Plumbing	171	171	3,000	2,000
5480	Mechanical	7,501	7,501	2,000	3,000
5500	Fire Equipment	2,718	3,000	3,500	3,500
5505	General Interior Repair	1,449	2,000	6,000	5,000
5506	Dryer Vent Cleaning	0	0	2,100	2,100
5510	Locks & Keys	262	660	550	500
TOTAL BUILDING MAINTENANCE		25,026	27,313	31,350	30,300

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STRATA PLAN LMS 265 - CONNAUGHT POINT

PROPOSED OPERATING BUDGET 2006 - 2007

Fiscal Year: June 1st to May 31st

CHART CODE	DESCRIPTION	Y-T-D ACTUAL (04/30/06)	EST. TO YEAR END	CURRENT BUDGET	PROPOSED BUDGET 2006/2007
EXTERIOR MAINTENANCE & REPAIRS					
5605	General Repairs	1,918	1,918	5,000	5,000
5631	Windows/Doors	0	85	2,000	2,000
5640	Garage Door	322	322	500	500
5660	Exterior Painting & Caulking	2,242	2,242	3,000	3,000
5691	Preventive Maintenance	3,424	3,424	10,000	10,000
TOTAL EXTERIOR M & R		7,905	7,991	20,500	20,500
GROUNDS & GARDENS					
5710	Landscaping Services	10,593	11,560	12,000	12,000
5720	G & G Improvements	1,449	1,449	1,000	1,000
5790	Irrigation System	302	302	800	800
TOTAL GROUNDS & GARDENS		12,344	13,311	13,800	13,800
TOTAL OPERATING EXPENSES			104,342	126,400	126,200
TRANSFER TO RESERVES					
8100	Contingency Reserves	13,750	15,000	15,000	15,000
TOTAL TO RESERVES		13,750	15,000	15,000	15,000
TOTAL RESERVES & EXPENSES		13,750	119,342	141,400	141,200
NET SURPLUS/(DEFICIT)			23,971	0	0

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2006 / 2007 OPERATING BUDGET - EXPLANATORY NOTES

ADMINISTRATIVE EXPENSES

5110 – Management Fees

The Strata Corporation has a management contract with The Wynford Group. The overall management fee is based on a time and cost analysis formula. The management company provides all back up services to the Strata Council and is responsible for the day-to-day administration of the Corporation, whereas the Strata Council is responsible for the establishment of policies.

5130 – Photos/Postage/Courier/Copies

This allocation covers the costs of postage, photocopying of minutes, agendas, financial statements and couriers. Also included is the monthly banking fee.

5140 – Audit

The cost of the accountants to prepare an audited financial statement for the fiscal year.

5142 – Trust Audit

An allocation to cover the cost of the trust account audit required by the *Real Estate Services Act* effective January 1st, 2006. (Charged at net).

5150 – Insurance Expense

This allocation covers the anticipated premiums for an all-risks insurance policy on the Strata Corporation's property, insured to replacement value as required by the *Strata Property Act* and includes earthquake, flood, glass, comprehensive general liability, boiler and machinery, and directors and officers liability coverage.

5280 – Meetings & Miscellaneous

This allocation covers the costs for unforeseen items not covered in other categories, plus costs related to Annual General Meetings or Special General Meetings.

UTILITIES

5310 – BC Hydro Electricity

This figure is based on estimated actual usage costs with a provision for a rate increase.

5320 – Terasen Gas

This allocation is based on historical data for the Strata Corporation for the supply of natural gas for the HVAC unit and fireplaces. Residents should note the fireplaces are decorative only and should not be used to heat the unit.

5330 – City Water / Sewer

All common and private property water consumption is billed by the City of Vancouver. An annual "fire lane" charge is also billed by the City of Vancouver.

5340 – Garbage Disposal

The Strata Corporation rents a container and this allocation covers its rental. Pick up is done by Superior Disposal.

5352 – Enterphone

This allocation covers the monthly line rental charge for the enterphone and possible minor maintenance / repair costs.

BUILDING MAINTENANCE

5410 – Janitorial Services

The Strata Corporation has a contract with Yeomen Building Maintenance to provide cleaning services to the common areas of the building.

5420 – Supplies

This covers the purchase of cleaning supplies, equipment, and light bulbs.

5430 – Pest Control

This covers monthly treatment of the common areas and as required servicing for pests such as ants and wasps. The Strata Corporation has a contract with PCO Services.

5450 – Elevator Maintenance

The Strata Corporation has a monthly contract with Thyssen Krupp who services the elevator. The annual licensing fee is also covered in this category.

5470 – Plumbing

An allocation has been made for minor repairs and maintenance to common plumbing and pipes.

5480 – Mechanical

This covers quarterly service by Lathams to the roof top HVAC units and includes an allowance for repairs and maintenance.

5500 – Fire Equipment

This covers the cost of the annual fire test and inspection of all fire safety devices, sprinkler systems, back flow preventor, and an allowance for repairs and replacement required following the test. Also included is the monthly fire alarm monitoring and monthly fire bell test.

5505 – General Interior Repairs

This account covers general expenses to all interior common areas in the Strata Corporation. Items such as carpet cleaning, painting, power washing, etc.

5506 – Dryer Vent Cleaning

This allowance covers the cost to have the dryer vents cleaned annually.

5510 – Locks & Keys

This covers repairs and maintenance to the common area doors, locks, and closures.

EXTERIOR MAINTENANCE & REPAIRS

5605 – General Repairs

This covers repairs and maintenance to the exterior of the building such as painting, roof leaks, and drainage problems. Also included is the annual inaccessible window cleaning.

5631 – Windows / Doors

This covers the anticipated costs to repair doors and replace failed window seals.

5640 – Garage Door

This covers the service contract with Overhead Door to service the equipment twice per year and any additional callouts.

5660 – Exterior Painting & Caulking

This covers the costs for minor exterior painting.

5691 – Preventative Maintenance

This covers the estimated cost to maintain the exterior of the building as per the warranty.

GROUNDS & GARDENS

5710 – Landscaping Services

This covers the annual landscape contract with Border to Border Landscaping.

5720 – G & G Improvements

This is an allowance for bedding plants and other landscape improvements.

5790 – Irrigation System

This covers the semi-annual service for starting up and shutting down the irrigation sprinklers and any repairs required.

TRANSFERS TO RESERVES

8100 – Contingency Reserve Fund

An annual contribution to the Contingency Reserve Fund.

Date: May 25th, 2006

STRATA PLAN LMS 265 - CONNAUGHT POINT
2006 / 2007 MONTHLY STRATA FEES and CRF CONTRIBUTIONS

Annual Strata Fees \$124,500.00 Total Aggregate 10,000

Annual CRF Contributions 15,000.00

Total Annual Contributions \$139,500.00

Strata lot	Unit Number	Unit Entitlement	Common Area %	2006 / 2007 Monthly Operating Contribution	2006 / 2007 Monthly CRF Contribution	2006 / 2007 Total Monthly Strata Fees
1	101	246	0.0246000	\$255.23	\$30.75	\$285.98
2	102	234	0.0234000	242.78	29.25	272.03
3	103	242	0.0242000	251.08	30.25	281.33
4	104	234	0.0234000	242.78	29.25	272.03
5	105	286	0.0286000	296.73	35.75	332.48
6	106	234	0.0234000	242.78	29.25	272.03
7	107	264	0.0264000	273.90	33.00	306.90
8	108	234	0.0234000	242.78	29.25	272.03
9	109	244	0.0244000	253.15	30.50	283.65
10	110	194	0.0194000	201.28	24.25	225.53
11	201	316	0.0316000	327.85	39.50	367.35
12	202	234	0.0234000	242.78	29.25	272.03
13	203	242	0.0242000	251.08	30.25	281.33
14	204	178	0.0178000	184.68	22.25	206.93
15	205	234	0.0234000	242.78	29.25	272.03
16	206	183	0.0183000	189.86	22.88	212.74
17	207	234	0.0234000	242.78	29.25	272.03
18	208	182	0.0182000	188.83	22.75	211.58
19	209	234	0.0234000	242.78	29.25	272.03
20	210	234	0.0234000	242.78	29.25	272.03
21	211	194	0.0194000	201.28	24.25	225.53
22	212	192	0.0192000	199.20	24.00	223.20
23	301	316	0.0316000	327.85	39.50	367.35
24	302	234	0.0234000	242.78	29.25	272.03
25	303	237	0.0237000	245.89	29.63	275.51
26	304	178	0.0178000	184.68	22.25	206.93
27	305	234	0.0234000	242.78	29.25	272.03
28	306	183	0.0183000	189.86	22.88	212.74
29	307	234	0.0234000	242.78	29.25	272.03
30	308	182	0.0182000	188.83	22.75	211.58
31	309	234	0.0234000	242.78	29.25	272.03
32	310	234	0.0234000	242.78	29.25	272.03
33	311	194	0.0194000	201.28	24.25	225.53
34	312	192	0.0192000	199.20	24.00	223.20
35	401	273	0.0273000	283.24	34.13	317.36
36	402	211	0.0211000	218.91	26.38	245.29
37	403	155	0.0155000	160.81	19.38	180.19

STRATA PLAN LMS 265 - CONNAUGHT POINT
2006 / 2007 MONTHLY STRATA FEES and CRF CONTRIBUTIONS

Annual Strata Fees \$124,500.00 Total Aggregate 10,000

Annual CRF Contributions 15,000.00

Total Annual Contributions \$139,500.00

Strata lot	Unit Number	Unit Entitlement	Common Area %	2006 / 2007 Monthly Operating Contribution	2006 / 2007 Monthly CRF Contribution	2006 / 2007 Total Monthly Strata Fees
38	404	154	0.0154000	159.78	19.25	179.03
39	405	211	0.0211000	218.91	26.38	245.29
40	406	159	0.0159000	164.96	19.88	184.84
41	407	211	0.0211000	218.91	26.38	245.29
42	408	159	0.0159000	164.96	19.88	184.84
43	409	211	0.0211000	218.91	26.38	245.29
44	410	211	0.0211000	218.91	26.38	245.29
45	411	162	0.0162000	168.08	20.25	188.33
46	412	162	0.0162000	168.08	20.25	188.33
		10000	100%	\$10,375.00	\$1,250.00	\$11,625.00
Yearly (x 12)				<u>\$124,500.00</u>	<u>\$15,000.00</u>	<u>\$139,500.00</u>

Estimated 10 year capital requirements and reserve fund strategy for Strata LMS 265 : Discussion only

year	contingency reserve at start of year	special levy added during year	expenses drawn during year	annual budgeted contribution	budget surplus (est) contributed	contingency reserve at end of year	commentary and assumptions
2004	115,100		0	15,628	30,272	161,000	budget surplus transferred to contingency reserve
2005	161,000		(18,000)	15,000		158,000	assumes vote to paint interior in 2005
2006	158,000		(20,000)	15,000		153,000	assumes vote to replace carpet in 2006
2007	153,000		0	15,000		168,000	
2008	168,000		(43,000)	15,000		140,000	\$8000 exterior painting. \$43,000 replace caulking and failed windows
2009	140,000		(50,000)	15,000		105,000	finish sealant and windows & repair balcony membranes
2010	105,000		0	15,000		120,000	
2011	120,000		(61,000)	15,000		74,000	redo acrylic finish on stucco exterior
2012	74,000		0	15,000		89,000	
2013	89,000		(8,500)	15,000		95,500	paint exterior
2014	95,500	250,000	(250,000)	15,000		110,500	new roof
2015	110,500	25,000	(150,000)	15,000		500	replace copper plumbing if required

General Notes:

***NB This is a document for discussion purposes only. Please note that all figures are simply informed rough estimates.**

1. Transfers to and draws from the Strata's Contingency Fund require a 3/4 vote of owners at the appropriate AGM
2. This table itemizes the Strata's estimated capital expenses over and above routine budgeted "repairs and maintenance"
 - * estimates are based on experience this year with PBEM envelope consultants and are less than Levelton Report
 - * estimated capital expenses are listed in column D and described in commentary column H
 - * the most significant expense - and most difficult to estimate - is the life and cost to replace the roof
 - * actual timing and cost will be determined based on ongoing maintenance and review of building condition
3. Contingency assumptions are conservative i.e. no yearend budget surplus transfers beyond this year and no interest earned
4. Table shows way to fund projected capital needs smoothly via annual \$15,000 transfer to reserve so no levy needed for 10 years

STRATA PLAN LMS 265 – CONNAUGHT POINT

3/4 VOTE RESOLUTION #2

WHEREAS section 171 of the *Strata Property Act of B.C.* states the Strata Corporation must pass a 3/4 Vote Resolution before it sues an Owner;

BE IT THEREFORE RESOLVED as a 3/4 Vote Resolution of the Owners, Strata Plan LMS 265, Connaught Point, to authorize the Strata Council to sue any Owner for non-payment of Strata Fees including an application to the Supreme Court for an Order for Sale any time during the period immediately following the Annual General Meeting of June 28th, 2006, until the next Annual General Meeting without referring the matter to the Owners for a 3/4 Vote Resolution.

3/4 VOTE RESOLUTION #3

WHEREAS the Strata Corporation wishes to amend the Bylaw #8.2(a) to make an exception to this Bylaw that only Unit #212 be permitted to install hard surface flooring within the Unit, as this Unit is situated above the parkade entrance and not above any other Residential Unit;

BE IT THEREFORE RESOLVED as a 3/4 Vote Resolution of the Owners, Strata Plan LMS 265, Connaught Point, to amend the Bylaw #8.2(a) to now read as follows:

- 8.2 (a) *Due to noise concerns, the installation of hardwood floors, or anything other than wall to wall carpeting in the strata lots is not permitted on the second, third, or fourth floors of the building, (except for the kitchen, hallway, laundry room and bathroom areas).*
- 8.2 (a) (i) *The only other exception to this Bylaw 8.2(a) is Unit #212 be the only Unit at Connaught Point that is permitted to install hard surface flooring due to the fact that this Unit is the only Unit that does not border another Unit below.*

B. Dryer Vent Cleaning

Council reviewed a letter, which stated that dryer vent cleaning should be done this year. Prior to the meeting, the records were checked and it was confirmed that the last vent cleaning was done in 2005. The Property Manager was directed to obtain quotes to have the vents cleaned in the near future. Council indicated that they were not impressed with the last cleaning company and directed that alternate service providers be contacted.

C. Stairwell Lighting Quotes

The light sockets in the stairwells have become corroded and need to be replaced. The Property Manager was directed to obtain quotes for Council's consideration. There are also some electrical plugs in the hallways that need to be replaced at the same time that the new light fixtures are installed.

5. FINANCIAL REPORT

A. Operating Statements

Further to a brief discussion, it was **MOVED / SECONDED / CARRIED** (Kuo / McClelland) to approve the Operating Statements for August and September 2006, as presented. **CARRIED.**

B. Receivables Report

The Property Manager reviewed unit Owner receivables. The Property Manager was directed to send letters to 2 Owners reminding them that the Strata Corporation depends on the prompt payment of fees (on or before the 1st day of each and every month – as per the Bylaws) in order to meet its financial obligations.

C. Berris, Mangan Audit.

Duke Kuo reported that he was satisfied that the third party independent audit was correctly done and it was **MOVED/SECONDED/CARRIED** (Suzuki/Kerr) to sign the draft audit. That signed draft will be returned to Berris, Mangan so that the report can be finalized and the appropriate documents sent to Canada Revenue Agency. It should be noted that the Strata Corporation is "Not For Profit" so no income taxes have to be paid.

6. COMMITTEE REPORT

A. Landscaping

Council briefly discussed some landscaping issues and Dorothy mentioned that she would be meeting with the landscapers on Thursday, November 9th, 2006. It was noted that Dianne Slimmon bought new plants for the entry pots. Dianne also arranged for a new Mixed Paper recycle bin. The Council very much appreciates Dianne's efforts and thanks her on behalf of all the Owners. The Property Manager was given the receipt for the plant costs and directed to arrange for Dianne to be reimbursed.

7. PROPERTY MANAGER'S REPORT

A. Correspondence

Five letters were received or sent by Council since the previous Council meeting. Where, necessary, the Property Manager was directed to correspond with the various authors.

8. **MEETING TERMINATION**

There being no further business, the meeting was adjourned at 8:52 p.m.

9. **NEXT MEETING**

Wednesday, January 10th, 2007, at 6:00 p.m.

NOTICE RE: GARBAGE / CARDBOARD – RESIDENTS ARE ADVISED THAT YOU MUST FLATTEN YOUR CARDBOARD BOXES PRIOR TO PLACING THEM INTO THE APPROPRIATE BIN. SHOULD YOU FIND THE BIN FULL, PLEASE HOLD ON TO YOUR CARDBOARD UNTIL THERE IS ROOM, OR OTHERWISE DISPOSE OF IT ELSEWHERE.

RESIDENTS ARE REMINDED – DO NOT LET ANY STRANGERS INTO THE BUILDING.

RESIDENTS ARE REMINDED THAT YOU CANNOT LEAVE ANYTHING IN THE HALLWAY OUTSIDE YOUR SUITE, INCLUDING MATS.

NOTE: PLEASE MAKE YOUR CHEQUES PAYABLE TO “STRATA PLAN LMS 265” AND ENSURE THAT YOUR UNIT NUMBER IS CLEARLY MARKED ON THE FACE OF EACH OF YOUR CHEQUES.

Do you have a question regarding payment of your account?
If so, please call 604-261-0285 and ask for Local 335.

ATTENTION

Please keep these Minutes on file as a permanent legal record of your Strata Corporation's business. Replacement of either Minutes or Bylaws will be at the Owner's expense and not at the expense of the Strata Corporation.

THE WYNFORD GROUP OFFICE HOURS ARE MONDAY TO FRIDAY, 9:00 A.M. TO 5:00 P.M. FOR AFTER-HOUR EMERGENCIES ONLY, PLEASE CALL 604-261-0285, THEN PRESS “1” TO BE CONNECTED TO THE ANSWERING SERVICE.

PLEASE NOTE
HOLIDAY SEASON OFFICE HOURS

The Offices of The Wynford Group will be closed over the holidays as follows:

Wednesday, December 20 th	At 12:00 Noon (Staff Function)
Monday, December 25 th	All Day (Stat Holiday)
Tuesday, December 26 th	All Day (Stat Holiday)
Monday, January 1 st , 2007	All Day (Stat Holiday)

Our “On Call” Property Manager will be available for emergencies.

APPROVED _____
BY _____
COUNCIL: _____

DATE: _____
(11/23/06) min-11-08.265

