

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

The Owners, Strata Plan VR 2691 certify that the information contained in this certificate with respect to Strata Lot 84 is correct as of the date of this certificate.

- a) Monthly strata fees payable by the owner of the strata lot described above \$ 158.00
- 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 _____
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 attached 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 attached balance sheet*) ~~\$ 167,175.22~~
- g) Are there any amendments to the bylaws that are not yet filed in the land title office? Yes X No [*attach details*] \$17,175.22 E.W.
- 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?
 Yes X No (*attach details*)
- 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

Strata Plan VR 2691

Balance Sheet
31 July 2006

ASSETS

Prime Investment Acct.	\$	37,844.02	
Prime Investment Account - CRF		167,175.22	
Accounts Receivable - Maint.		5,726.44	
Total Assets			\$ 210,745.68

LIABILITIES AND OWNER'S EQUITY

Operating Fund Account			
Balance at Beginning of Year	\$	33,760.37	
Surplus/(Deficit) Y.T.D.		9,810.09	
			43,570.46
Contingency Reserve Fund Account			
Balance at Beginning of Year		161,781.23	
Allocation Y.T.D.		3,750.00	
Add: Contingency Interest		1,643.99	
			167,175.22
Total Equity			\$ 210,745.68

**Strata Plan VR 2691
Income Statement
For the Twelve Months Ending 30 April 2006**

	Month Actual	Y-T-D Actual	Y-T-D Budget	2006/07 Budget
INCOME:				
Owner Contributions	\$ 17,975.00	\$ 215,699.96	\$ 215,600.00	\$ 215,600.00
Fines & Penalties	100.00	2,350.00	500.00	500.00
Move in/Miscellaneous	605.00	5,940.00	2,500.00	2,500.00
Interest	200.58	1,851.85	1,380.00	1,380.00
Laundry Revenue	0.00	9,569.63	8,000.00	8,000.00
TOTAL INCOME	18,880.58	235,411.44	227,980.00	227,980.00
GENERAL EXPENSES				
Administration	0.00	1,051.23	3,000.00	3,000.00
Audit	0.00	0.00	1,000.00	1,000.00
Caretaker	2,083.33	37,617.05	40,000.00	40,000.00
Telephone/Cel Phone	69.83	539.41	500.00	500.00
Insurance/Appraisal	0.00	15,482.00	18,500.00	18,500.00
Legal	0.00	9,407.64	0.00	0.00
Management	1,791.67	21,500.04	21,500.00	21,500.00
Miscellaneous	70.00	176.28	200.00	200.00
Total General Expenses	4,014.83	85,773.65	84,700.00	84,700.00
BUILDING EXPENSES				
Elevator maintenance	194.15	2,443.00	3,000.00	3,000.00
Enterphone	243.83	792.49	1,000.00	1,000.00
Fire protection	109.03	2,080.61	2,500.00	2,500.00
Garbage collection	776.96	9,592.41	9,200.00	9,200.00
Hydro	561.00	6,669.43	7,200.00	7,200.00
Gas	5,304.00	56,379.90	50,000.00	50,000.00
Plumbing/Mechanical	447.39	7,522.25	9,000.00	9,000.00
Repairs and Maintenance	1,589.84	30,941.85	25,280.00	25,280.00
Supplies	0.00	3,077.70	2,500.00	2,500.00
Water and Sewer	0.00	10,191.06	12,600.00	12,600.00
Window Cleaning	0.00	0.00	1,000.00	1,000.00
Total Building Expenses	9,226.20	129,690.70	123,280.00	123,280.00
GROUNDS EXPENSES				
Landscaping	1,091.40	10,769.19	8,000.00	8,000.00
Total Grounds Expenses	1,091.40	10,769.19	8,000.00	8,000.00
TOTAL EXPENSES	14,332.43	226,233.54	215,980.00	215,980.00
Income Before Adjustments	4,548.15	9,177.90	12,000.00	12,000.00
Contingency Reserve Alloc't'n	1,000.00	12,000.00	12,000.00	12,000.00

Strata Plan VR 2691
Income Statement
For the Three Months Ending 31 July 2006

	Month Actual	Y-T-D Actual	Y-T-D Budget	2006/07 Budget
INCOME:				
Owner Contributions	\$ 18,658.00	\$ 55,974.00	\$ 55,950.00	\$ 223,800.00
Fines & Penalties	50.00	100.00	174.99	700.00
Move in/Miscellaneous	585.00	1,430.00	624.99	2,500.00
Interest	173.76	588.32	420.00	1,680.00
Laundry Revenue	0.00	2,435.06	2,400.00	9,600.00
TOTAL INCOME	19,466.76	60,527.38	59,569.98	238,280.00
GENERAL EXPENSES				
Administration	195.36	714.76	624.99	2,500.00
Audit	0.00	0.00	249.99	1,000.00
Caretaker	2,083.33	6,249.99	7,125.00	28,500.00
Telephone/Cel Phone	80.47	161.46	125.01	500.00
Insurance/Appraisal	0.00	0.00	4,250.01	17,000.00
Legal	0.00	0.00	600.00	2,400.00
Management	1,822.81	5,502.81	5,520.00	22,080.00
Miscellaneous	0.00	9.33	50.01	200.00
Total General Expenses	4,181.97	12,638.35	18,545.01	74,180.00
BUILDING EXPENSES				
Elevator maintenance	192.34	580.64	750.00	3,000.00
Enterphone	45.47	212.13	249.99	1,000.00
Fire protection	455.04	673.10	549.99	2,200.00
Garbage collection	794.00	3,346.42	2,450.01	9,800.00
Hydro	561.00	1,683.00	1,749.99	7,000.00
Gas	4,783.00	14,349.00	15,999.99	64,000.00
Plumbing/Mechanical	<84.80>	4,650.17	2,250.00	9,000.00
Repairs and Maintenance	2,089.65	6,747.98	6,324.99	25,300.00
Supplies	0.00	0.00	624.99	2,500.00
Water and Sewer	0.00	0.00	3,075.00	12,300.00
Window Cleaning	0.00	0.00	249.99	1,000.00
Total Building Expenses	8,835.70	32,242.44	34,274.94	137,100.00
GROUNDS EXPENSES				
Landscaping	695.50	2,086.50	3,000.00	12,000.00
Total Grounds Expenses	695.50	2,086.50	3,000.00	12,000.00
TOTAL EXPENSES	13,713.17	46,967.29	55,819.95	223,280.00
Income Before Adjustments	5,753.59	13,560.09	3,750.03	15,000.00
Contingency Reserve Alloc't'n	1,250.00	3,750.00	3,750.00	15,000.00

Strata Plan VR 2691

Balance Sheet
30 April 2006

ASSETS

Prime Investment Acct.	\$	51,430.94	
Prime Investment Account - CRF		141,781.23	
Accounts Receivable - Maint.		9,924.35	
Total Assets			\$ 203,136.52

LIABILITIES AND OWNER'S EQUITY

Operating Fund Account

Balance at Beginning of Year	\$	64,177.39	
Surplus/(Deficit) Y.T.D.		<2,822.10>	
Less: Transfer to CRF		<20,000.00>	
			41,355.29

Contingency Reserve Fund Account

Balance at Beginning of Year		147,567.45	
Allocation Y.T.D.		12,000.00	
Add: Contingency Interest		4,436.18	
Add: Transfer from OF		20,000.00	
Less - East Wall Repairs		<6,082.95>	
Less - Hot Water System		<11,832.26>	
Less - Boiler Controller		<4,307.19>	
			161,781.23

Total Equity	\$	203,136.52
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CONDEX PROPERTY MANAGEMENT LTD.
Statement of Account

STRATA NO: VR 2691
UNIT NO. : 409
NAME : Capozzi, Cameron

DATE	BALANCE FORWARDED	FINES	UNIT CHARGE	MOVE IN	SPECIAL ASSESS.	MAINT PAYMENT	PAYMENTS MADE	BALANCE E.O.M.
2005								
November	\$ -	\$200.00	noise			\$ 152.00	\$ 152.00	\$ 200.00
2006								
Jan	200.00	400.00	noise			152.00	152.00	600.00
April	600.00			45.00	clicker	152.00	197.00	600.00
May	600.00					158.00	152.00	606.00
June	606.00					158.00	152.00	612.00
July	612.00			249.10	carpet cleaning	158.00	152.00	867.10
August	867.10	200.00		35.00	key	158.00	211.00	1,049.10
September	1,049.10					158.00	164.00	1,043.10

Recap	
Fines levied	\$ 800.00
Unit charge - carpet cleaning	249.10
September maintenance credit	(6.00)
	<u>\$ 1,043.10</u>



Condominium Property Managers

September 11th, 2006

TO WHOM IT MAY CONCERN

Re: (s/l#84) Hot Tub in Suite 409 VR 2691

The hot tub currently installed on the patio of suite 409, at 711 East 6th Avenue, Vancouver, BC is not permitted.

The Strata Council has ordered its removal.

Yours very truly,
CONDEX PROPERTY MANAGEMENT LTD.

A handwritten signature in black ink, appearing to read "E. Whitlock", is written over the typed name.

Edward N. Whitlock,
Property Manager

ENW/at

cc: Council Chair

It was subsequently duly **MOVED AND SECONDED** to fine the owner of the 4th floor suite \$200.00 for violation of the Strata Corporation's noise bylaw. **CARRIED**

5. Roof Drainage – Suite 416:

The Property Manager reported to Council the owner of suite 416 has reported a problem with drainage on the roof area beneath their wood deck. The owner noted the water does not drain and that the level of the water is up to the base of the wooden planks of the deck. Following discussion Council agreed the roofing contractor who installed the new roof two years ago be contacted to investigate the feasibility of installing an additional drain in this area.

6. Landscaping

General discussion was held with regards to landscaping in the complex. The Council is very pleased with the performance of the new landscaper, Westgreen Landscaping. Council requested the outside water tap near suite 206 be activated for the watering of common area gardens.

7. Bicycle Room / Storage in Parking Spaces:

The Property Manager reported proper notices were posted requesting residents to identify their bicycle in the bicycle storage room by June 23rd, and also notices were posted for residents to clear their parking stalls of stored items in accordance with Strata Corporation bylaws.

Subsequent to June 23rd, Council noted there are many unidentified bicycles in the bicycle storage room and it was agreed unidentified bikes be removed and disposed of. With respect to the parking stalls, Council agreed stored items be removed and disposed of in accordance with the bylaws.

8. Other Business:

- a) Council noted during a recent power outage the emergency generator failed to start. It was requested the generator be serviced as soon as possible. It was also agreed to proceed with deficiencies outlined in the deficiency report from Royal City Fire following the annual servicing of the fire equipment.
- b) It was agreed a new pump be purchased for the east water fountain.
- c) The Property Manager reported the contractor who will be installing the new membrane on the parkade roof should begin the project in mid-August. Residents are advised they will not have access to the parkade for two to three weeks.
- d) Council requested painting touchups be carried out throughout the building.
- e) General discussion was held on an "emergency preparedness" plan for the building. It was noted no plan is currently in place. Following lengthy discussion Council agreed to table this item.

Strata Plan VR 2691

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Add: Contingency Interest		1,643.99	
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Total Equity	\$		210,745.68

MINUTES OF THE COUNCIL MEETING OF THE OWNERS, STRATA PLAN VR 2691 HELD THURSDAY, MAY 18th, 2006 IN SUITE #410-711 EAST 6th AVENUE, VANCOUVER, BC

The meeting was called to order at 6:35 pm

Council members present:

Damaris Sargent
Robert Quayle
David Moss
Chris Hawley
Stephen Montgomery
David Smith
Brandy Ward

Condex Property Management Ltd.

Edward N. Whitlock, Property Manager

1. Previous Minutes:

It was duly **MOVED AND SECONDED** to approve the minutes of the previous Council meeting held February 28th, 2006 as circulated. **CARRIED**

2. Financial Statements:

Council member, David Moss, reviewed the February, March & April, 2006 financial statements. Following discussion and questions it was duly **MOVED AND SECONDED** to approve the statements as presented. **CARRIED**

3. Caretaker Report:

The resident caretaker, Viera, provided a report to Council on recent maintenance activities in the building. Viera noted some residents are undertaking renovations within their suites and creating a large mess in the common area hallway. Residents are advised any mess created in the common area hallway must be cleaned up on a daily basis. Viera advised Council she is settling in well to her new position as resident caretaker and will be able to provide a more full report at the next scheduled Council meeting.

4. Correspondence:

- a) Correspondence was received from an owner on the 3rd floor expressing concern and complaint regarding excessive noise emanating from a suite above them. Following a complete review of the complaints Council requested a letter be forwarded to the offending resident advising that any further complaints received with regards to excessive noise will result in fines being levied.
- b) Correspondence was received from an owner on the 2nd floor requesting information regarding renovations. The owner is interested in replacing the windows of their suite. Council approved the

done as soon as possible. It is noted replacement of balcony decks is prioritized, with the Strata Corporation replacing approximately two or three decks per year.

- f) Correspondence was received from an owner on the 2nd floor complaining of excessive noise emanating from the suite above them. The owner did not specify the unit number above which is causing the noise. Council requested the Property Manager confirm the source of the noise and follow up with a letter to the offending resident.
- g) Correspondence was received from an owner on the 4th floor requesting repairs be made to the entry door into the underground garage. It was noted the door will not close properly and would require substantial repairs. Following lengthy discussion Council agreed repairs would not be undertaken to this door at this time.

5. Enterphone Upgrade:

The Property Manager presented to Council a quotation in the amount of \$5,800.00 for upgrading the building's enterphone system. Currently, residents' phone numbers must be coded into the enterphone for proper operation. The upgrade would allow each suite to be assigned a specific three-digit code which guests would use when wishing to gain access into the building. Following discussion and in view of costs involved, it was agreed to table this item to a future date.

6. Resurfacing of Parkade Deck:

Council was presented with three quotations for the resurfacing of the concrete parkade roof deck. Work involved includes bead-blasting the concrete, repair of any exposed rebar, filling of voids with a topping compound, followed by the installation of a traffic-bearing membrane.

Following a complete review and analysis, it was duly MOVED AND SECONDED to proceed with the resurfacing of the parkade deck with Polycrete Restorations. CARRIED

It was noted Polycrete's quotation was in the amount of \$39,500.00+GST.

7. Other Business:

- a) Council requested the tiles at the front entranceway to the building be cleaned.
- b) General discussion was held with regards to the allocation of parking stalls in the complex. It was noted that following the resurfacing of the parkade deck, an alternate space for a particular suite must be created as the registered space for this suite is unusable.
- c) Council agreed the service rooms be rekeyed.

g) Council requested a notice be prepared advising residents must tag their bicycles in the bicycle room by a certain date or the bicycle would be disposed of. Council suspects a large number of bikes within the bicycle room have been abandoned by former residents.

There being no further new business the meeting adjourned at 8:40 pm. The next Council meetings have been scheduled to be held on Tuesday, July 11th, Tuesday, September 5th, and Tuesday, October 17th, 2006.

Condex Property Management Ltd.
210-2695 Granville Street
Vancouver, BC V6H 3H4
Tel: 604-682-5611

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN VR 2691
HELD WEDNESDAY, APRIL 5th, 2006 AT THE MOUNT PLEASANT NEIGHBORHOOD HOUSE,
800 EAST BROADWAY, VANCOUVER, BC**

- a) Council Chairman, Chris Hawley, called the meeting to order at 7:35 pm.
- b) The signing-in sheet indicated that 33 owners were represented, 7 by proxy. A quorum being present the meeting could proceed.
- 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 18th, 2005 as circulated. **CARRIED**
- e) **Insurance Report:**
The Property Manager, Ed Whitlock, provided owners with a report on insurance coverage for the complex. Owners were advised of the insurable value for the building, which is determined by an annual appraisal. All deductible amounts for various types of claims were provided.
- f) **Proposed Budget – 2006/2007:**
The Property Manager, Ed Whitlock, presented the proposed operating budget for the 2006/2007 fiscal year. It was noted the proposed budget reflected an increase of 3.8% in owner's monthly maintenance payments. All expense categories were reviewed and discussed. Of special note was the large increase incurred in the cost of natural gas for the building.

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

g) ¾ Vote Resolutions:

- 1) Repairs and membrane installation – Parkade roof.

Owners were presented with a ¾ vote resolution calling for the expenditure of up to \$50,000.00 from the contingency reserve fund for repairs to the concrete parkade roof and installation of a traffic barring membrane. Owners were advised that the surface of the parkade roof is in poor condition with cracking and spaulding of the concrete evident in several locations. The rejuvenation of the concrete slab would include bead blasting the concrete, repairs to the rebar, leveling out the surface and the installation of a membrane. Owners were also advised that not proceeding with the work would compromise the structural integrity of the slab.

2) Funds Transfer

Owners were present with a $\frac{3}{4}$ vote resolution calling for the transfer of \$20,000.00 from the operating fund to the contingency reserve fund. It was explained a large operating fund has accumulated over the years from past surpluses. Following brief discussion it was duly **MOVED AND SECONDED** that be it resolved by $\frac{3}{4}$ vote resolution that \$20,000.00 be transferred from the operating fund to the contingency reserve fund. **CARRIED, unanimously**

h) Election of Strata Council:

The following owners were nominated to serve on the strata council:

Chris Hawley,
Damaris Sargent
Brandy Ward
David Moss
David Smith
Steven Montgomery
Robert Quayle.

There being no further nominations council was elected by acclamation.

i) Other Business:

1. General discussion was held with regards to the installation of double pane windows in the complex. It was suggested that such an installation would be an energy saving measure. Following further discussion it was agreed the cost of such an installation would be too large for the complex to entertain at this time.
2. An owner requested the council develop a five-year maintenance plan for the complex and that major maintenance items requiring attention be posted in the minutes.

There being no further new business the meeting adjourned at 9:00 pm

Following the Annual General Meeting a brief council meeting was convened wherein the following appointments were made. Chairperson, Damaris Sargent – Vice Chair Person, Robert Quayle – Finance, David Moss.