

Strata Plan VR 1182 – Anchor Point I

BYLAWS

Preamble

These bylaws bind the strata corporation and the owners, tenants and occupants to the same extent as if the bylaws had been signed by the strata corporation and each owner, tenant and occupant and contained covenants on the part of the strata corporation with each owner, tenant and occupant and on the part of each owner, tenant and occupant with every other owner, tenant and occupant and with the strata corporation to observe and perform their provisions.

Unless otherwise stated, all terms have the meanings prescribed in the *Strata Property Act*, S.B.C. 1998, c.43 (the "Act"). For the purposes of these bylaws, "residents" means collectively, owners, tenants and occupants and includes non-resident owners and "a resident" means collectively, an owner, a tenant and an occupant and includes a non-resident owner. The Schedule of Bylaws to the Act does not apply to the strata corporation.

Duties of Owners, Tenants, Occupants and Visitors

1. Compliance with bylaws and rules

- 1.1 All residents and visitors must comply strictly with the bylaws and rules of the strata corporation adopted from time to time.

2. Payment of strata fees and special levies

- 2.1 An owner must pay strata fees on or before the first day of the month to which the strata fees relate.
- 2.2 Where an owner fails to pay strata fees in accordance with bylaw 2.1, outstanding strata fees will be subject to an interest charge of 10% per annum, compounded annually. In addition to interest, failure to pay strata fees on the due date will result in a fine of \$25.00 for each contravention of bylaw 2.1.
- 2.3 An owner must provide the strata corporation or its agent with twelve (12) consecutive, monthly post-dated cheques for strata fees for the fiscal year of the strata corporation, dated as of the first day of each month or, if applicable, written authorization for monthly automatic debit from the owner's bank account.
- 2.4 Failure by an owner to submit twelve (12) monthly, post-dated strata fee cheques or written authorization for automatic debit in accordance with bylaw 2.3 is a contravention of bylaw 2.3 and the strata corporation will levy & fine of \$25.00 for each contravention. Each dishonoured cheque or dishonoured automatic debit will be subject to a fine of \$25.00 and an administration charge of \$25.00.
- 2.5 A special levy is due and payable on the date or dates noted in the resolution authorizing the special levy.
- 2.6 Failure to pay a special levy on the due date will result in a fine of \$25.00 for each contravention of bylaw 2.5.
- 2.7 Where an owner fails to pay a special levy in accordance with bylaw 2.5, outstanding special levies will be subject to an interest charge of 10% per annum, compounded annually.

3. Repair and maintenance of property by owner

- 3.1 An owner must repair and maintain the owner's strata lot, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws.
- 3.2 An owner who has the use of limited common property must repair and maintain it, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws.
- 3.3 Commercial strata lot owners must adhere to standards set by the strata corporation, from time to time, for the display of signage outside any commercial strata lot. All signage displayed must conform to the standards and designs approved and/or implemented by the strata corporation.

4. Use of property

- 4.1 A resident or visitor must not use a strata lot, the common property or common assets in a way that
 - (a) causes a nuisance or hazard to another person,
 - (b) causes unreasonable noise,
 - (c) unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot,
 - (d) is illegal, or
 - (e) is contrary to a purpose for which the strata lot or common property is intended as shown expressly or by necessary implication on or by the strata plan.
- 4.2 A resident or visitor must not cause damage, other than reasonable wear and tear, to the common property, common assets or those parts of a strata lot which the strata corporation must repair and maintain under these bylaws or insure under section 149 of the Act.
- 4.3 An owner is responsible for any damage caused by occupants, tenants or visitors to the owner's strata lot.
- 4.4 An owner shall indemnify and save harmless the strata corporation from the expense of any maintenance, repair or replacement rendered necessary to the common property, limited common property, common assets or to any strata lot by the owner's act, omission, negligence or carelessness or by that of an owner's visitors, occupants, guests, employees, agents, tenants or a member of the owner's family, but only to the extent that such expense is not reimbursed from the proceeds received by operation of any insurance policy. In such circumstances, and for the purposes of bylaws 4.1, 4.2 and 4.3), any insurance deductible paid or payable by the strata corporation shall be considered an expense not covered by the proceeds received by the strata corporation as insurance coverage and will be charged to the owner.
- 4.5 A resident must not use, or permit to be used, the strata lot except as a private dwelling home and, unless granted prior written approval by the council, a resident must not allow more than two persons to occupy a strata lot originally designated by the owner developer as a studio unit and not allow more than three persons to occupy a strata lot originally designated by the owner developer as a one bedroom unit. For the purposes of this bylaw 4.5, a "person" is defined to include children, but exclude visitors staying for less than 30 days with an owner, occupant or tenant of a strata lot.
- 4.6 An owner or occupant who alleges hardship as a result of the passage of bylaw 4.5 may appeal to the council for permission to be exempt from bylaw 4.5 on the basis of hardship and the council must not unreasonably refuse the appeal.

5. Pets and animals

For reference purposes only, the wording of a prior bylaw that remains registered on title and enforceable is included below.

Land Titles Registration # BH058816 Section 35

No animals, livestock, fowl or pets shall be kept within any Strata Lot or on the common property except as follows:

- a. *The Strata Council shall establish a Pet Register for Owners' pets existing in the building at December 31, 1993 identifying each pet, its Owner and the Strata Lot in which the pet resides. The Owner of each such pet shall cause their pet to be registered in the Strata Council's register by December 31, 1993. After this date no pet shall be added to the register. Only those pets listed in the Strata Council's register on December 31, 1993 shall be permitted to reside within the building.*
- b. *No Owner will permit their registered pet to:*
 - i. *travel in the common areas without the animal being leashed;*
 - ii. *walk on any exterior common ground of the Strata Plan unless controlled on a leash of at least six feet or less;*
 - iii. *foul any areas within the Strata Plan.*

Tenants are not permitted to house pets within the Strata Corporation boundaries

6. Easement

7. Inform Strata Corporation

- 7.1 An owner must notify the strata corporation of:
 - (a) within two weeks of becoming an owner; the owner's name and any occupants' names, strata lot number and mailing address outside the strata plan, if any; and
 - (b) any mortgage or other dealing in connection with the strata lot within two weeks of such mortgaging or other dealing.
- 7.2 On request by the strata corporation, a tenant must inform the strata corporation of the tenant's name and the strata lot which the tenant occupies.

8. Obtain approval before altering a strata lot

- 8.1 An owner must obtain the written approval of the strata corporation before making or authorizing an alteration to a strata lot that involves any of the following:
 - a. the structure of a building;
 - b. the exterior of a building;
 - c. patios, chimneys, stairs, balconies or other things attached to the exterior of a building;

- d. doors, windows or skylights on the exterior of a building, or that front on the common property;
 - e. fences, railings or similar structures that enclose a patio, balcony or yard;
 - f. common property located within the boundaries of a strata lot;
 - g. those parts of the strata lot which the strata corporation must insure under section 149 of the Act; and
 - h. wiring, plumbing, piping, heating, air conditioning and other services.
- 8.2 The strata corporation must not unreasonably withhold its approval under bylaw 8. 1, but may require as a condition of its approval that the owner agree, in writing, to take responsibility for any expenses relating to the alteration and to indemnify and hold harmless the strata corporation for any future costs in connection with the alteration.
- 8.3 Bylaw 5(3) of the Schedule of Bylaws to the Act does not apply to the strata corporation.
- 8.4 An owner intending to apply to the strata corporation for permission to alter a strata lot must submit, in writing, detailed plans and written description of the intended alteration.

9. Obtain approval before altering common property

- 9.1 An owner must obtain the written approval of the strata corporation before making or authorizing an alteration to common property, including limited common property or common assets.
- 9.2 An owner, as part of its application to the strata corporation for permission to alter common property, limited common property or common assets, must:
- submit, in writing, detailed plans and description of the intended alteration;
 - obtain all applicable permits, licenses and approvals from the appropriate governmental authorities and provide copies to the strata council; and
 - obtain the consent of the owners by written approval of the strata council under bylaw 9.1.
- 9.3 The strata corporation may require, as a condition of its approval, that the owner agree, in writing, to certain terms and conditions, including, not exhaustively, the following:
- a. that alterations be done in accordance with the design or plans approved by the strata council or its duly authorized representatives;
 - b. that the standard of work and materials be not less than that of the existing structures;
 - c. that all work and materials necessary for the alteration be at the sole expense of the owner;
 - d. that the owner from time to time of the strata lot receiving the benefit of an alteration to common property, limited common property or common assets must, for so long as he or she remains an owner, be responsible for all present and future maintenance, repairs and replacements, increases in insurance, and any damage suffered or cost incurred by the strata corporation as a result, directly or indirectly, of the alterations to common property, limited common property or common assets'.

- e. that the owner and any subsequent owner on title who receives the benefit of such alteration, must, with respect only to claims or demands arising during the time that they shall have been owner, indemnify and hold harmless the strata corporation, its council members, employees and agents from any and all claims and demands whatsoever arising, out of or in any manner attributable to the alteration. Any costs or expenses incurred by the strata corporation as the result of such claim or demand will be the responsibility of the owner from time to time of the strata lot who has benefited from the alteration and the said costs or expenses incurred must be charged to that owner and shall be added to and become part of the strata fees of that owner for the month next following, the date upon which the cost or expenses are incurred, but not necessarily paid by the strata corporation, and shall become due and payable on the due date of payment of monthly strata fees.
- 9.4 An owner who has altered common property, limited common property or common assets prior to the passage of these bylaws shall be subject to their content and intent to the extent that any damages suffered or costs incurred by the strata corporation as a result, directly or indirectly, of the alteration, must be borne by the owner who has benefited from the alteration.
- 9.5 An owner who, subsequent to the passage of bylaws 9.1 to 9.3 inclusive, alters common property or limited common property without adhering strictly to these bylaws, must restore, at the owner's sole expense, the common property, limited common property or common assets, as the case may be, to its condition prior to the alteration. If the owner refuses or neglects to restore the alteration to its original condition, the strata corporation may conduct the restoration, at the expense of the owner who altered the common property or limited common property. The cost of such alteration shall be added to and become part of the strata fees of that owner for the month next following the date on which the cost was incurred and will become due and payable on the due date of payment of monthly strata fees.

10. Renovations/alterations

- 10.1 An owner must give the council two working days' prior notice of the scheduled arrival of tradespersons or delivery of materials. Tradespersons must be licensed and bonded. Inadequate notice or work by unlicensed or unbonded tradespersons will result in the levy of fines.
- 10.2 A resident must not permit any construction debris, materials or packaging to be deposited in the strata corporation's disposal containers.
- 10.3 An owner must ensure that the delivery of any construction materials is done taking all property precautions to protect walls, doors floors and any other Strata property, and, if an elevator is used, the owner must ensure the elevator is not scratched or damaged in any way, and if necessary use the elevator service key. An owner must ensure that the lobby doors are not left open, ajar or unattended during the delivery.
- 10.4 A resident must be responsible to ensure:
- (a) drop cloths are installed and removed daily between the elevators and the strata lot as well as between other doors to protect common areas from any spillage or dripping; and
 - (b) stairs, lobbies and paths through the parking areas are regularly cleaned (and vacuumed at the request of the council) and the residential corridor thoroughly vacuumed daily.
- 10.5 An owner must ensure that the hours of work are restricted to 8:00 a.m. to 5:00 p.m., Monday through Friday, and 10:00 a.m. to 5:00 p.m., Saturdays, Sundays and statutory holidays. To perform renovations/alterations on statutory holidays, an owner must apply for permission in writing to the council at least five business days before the holiday date.

- 10.6 An owner must be in attendance for all significant renovations/alterations, the determination of significant shall be in the discretion of the council.
- 10.7 An owner performing or contracting with others to perform renovations or alterations will be responsible, financially and otherwise, for ensuring that any and all required permits and licenses are obtained.
- 10.8 An owner in contravention of bylaws 10.1 to 10.7 (inclusive) shall be subject to a fine of \$100.00 for each contravention, as well as be responsible for any clean up or repair costs.

11. Permit entry to strata lot

- 11.1 A resident or visitor must allow a person authorized by the strata corporation to enter the strata lot or limited common property
- (a) in an emergency, without notice, to ensure safety or prevent significant loss or damage;
 - (b) at a reasonable time, on 48 hours' written notice,
 - (i) to inspect, repair, renew, replace or maintain common property, common assets and any portions of a strata lot that are the responsibility of the strata corporation to repair, replace, renew and maintain under these bylaws or the Act or to insure under section 149 of the Act; or
 - (ii) to ensure a resident's compliance with the Act, bylaws and rules.
- 11.2 If forced entry to a strata lot is required due to required emergency access and the inability to contact the owner of the strata lot, the owner shall be responsible for all costs of forced entry incurred by the strata corporation.
- 11.3 The notice referred to in bylaw 11.1(b) must include the date and approximate time of entry, and the reason for entry.

Powers and Duties of Strata Corporation

12. Repair and maintenance of property by strata corporation

- 12.1 The strata corporation must repair and maintain all of the following:
- (a) common assets of the strata corporation;
 - (b) common property that has not been designated as limited common property;
 - (c) limited common property, but the duty to repair and maintain it is restricted to
 - (i) repair and maintenance that in the ordinary course of events occurs less often than once a year, and
 - (ii) the following, no matter how often the repair or maintenance ordinarily occurs:
 - a. the structure of a building;
 - b. the exterior of a building;
 - c. patios, chimneys, stairs, balconies and other things attached to the exterior of a building;
 - d. doors, windows and skylights on the exterior of a building or that front on common property;
 - e. fences, railings and similar structures that enclose patios, balconies and yards;
 - f. canopies/awnings located outside commercial strata lots however
 - i. any signage used to identify a business must be maintained by the strata lot owner and kept to standards set by the strata corporation
 - (d) a strata lot, but the duty to repair and maintain it is restricted to

- b. the structure of a building;
- c. the exterior of a building;
- d. patios, chimneys, stairs, balconies and other things attached to the exterior of a building;
- e. doors, windows and skylights on the exterior of a building or that front on common property, and
- f. fences, railings and similar structures that enclose patios, balconies and yards.

Council

13. Council size

- 13.1 Subject to bylaw 13.2 below, the council must have at least 3 and not more than 7 members.

14. Council eligibility

- 14.1 The spouse of an owner may stand for council.
- 14.2 No person may stand for council or continue to be on council with respect to a strata lot if the strata corporation is entitled to register a lien against that strata lot under section 116(1) of the Act.
- 14.3 No person may stand for council or continue to be on council with respect to a strata lot if there are amounts owing to the strata corporation charged against the strata lot in respect of administration fees, bank charges, fines, penalties, interest or the costs, including the legal costs, of remedying a contravention of the bylaws or rules.
- 14.4 No person may stand for council or continue to be on council with respect to a strata lot if there are amounts owing to the strata corporation charged against the strata lot in respect of administration fees, bank charges, fines, penalties, interest or the costs, including the legal costs, of remedying a contravention of the bylaws or rules for which the owner is responsible under section 131 of the Act.

15. Council members' terms

- 15.1 The term of office of a council member ends at the end of the annual general meeting at which the new council is elected.
- 15.2 A person whose term as council member is ending is eligible for re-election.

16. Removing council member

- 16.1 Unless all the owners are on the council, the strata corporation may, by a resolution passed by a two-thirds (2/3) vote at an annual or special general meeting, remove one or more council members. The strata corporation must pass a separate resolution for each council member to be removed.
- 16.2 After removing a council member, the strata corporation may hold an election at the same annual or special general meeting to replace the council member for the remainder of the term or the remaining members of the council may appoint a replacement council member for the remainder of the term.

- 16.3 If the strata corporation removes all of the council members, the strata corporation must hold an election at the same annual or special general meeting to replace the council members for the remainder of the term up to, at least, the minimum number of council members required by bylaw of the strata corporation for the remainder of the term.
- 16.4 The council may appoint the remaining council members necessary to achieve a quorum for the strata corporation, even if the absence of the members being replaced leaves the council without a quorum.
- 16.5 A replacement council member appointed pursuant to bylaws 16.2 and 16.4 may be appointed from any person eligible to sit on the council.

17. Replacing council member

- 17.1 If a council member resigns or is unwilling or unable to act, the remaining members of the council may appoint a replacement council member for the remainder of the term.
- 17.2 A replacement council member may be appointed from any person eligible to sit on the council.
- 17.3 The council may appoint a council member under bylaw 17.2 even if the absence of the member being replaced leaves the council without a quorum.
- 17.4 If all the members of the council resign or are unwilling or unable to act, persons holding at least 25% of the strata corporation's votes may hold a special general meeting to elect a new council by complying with the provisions of the Act, the regulations and the bylaws respecting the calling and holding of meetings.

18. Officers

- 18.1 At the first meeting of the council held after each annual general meeting of the strata corporation, the council must elect, from among its members, a president, a vice president, a secretary and a treasurer.
- 18.2 A person may hold more than one office at a time, other than the offices of president and vice president.
- 18.3 The vice president has the powers and duties of the president
- (a) while the president is absent or is unwilling or unable to act,
 - (b) if the president is removed, or
 - (c) for the remainder of the president's term if the president ceases to hold office.
- 18.4 The strata council may vote to remove an officer.
- 18.5 If an officer other than the president is removed, resigns, is unwilling or unable to act, the council members may elect a replacement officer from among themselves for the remainder of the term.

19. Calling council meetings

- 19.1 Any council member may call a council meeting by giving the other council members at least one week's notice of the meeting, specifying the reason for calling the meeting.
- 19.2 The notice in bylaw 19.1 does not have to be in writing.
- 19.3 A council meeting may be held on less than one week's notice if

- (a) all council members consent in advance of the meeting, or
- (b) the meeting is required to deal with an emergency situation, and all council members either
 - (i) consent in advance of the meeting, or
 - (ii) are unavailable to provide consent after reasonable attempts to contact them.

19.4 Bylaw 14(4) of the Schedule of Bylaws to the Act does not apply to the strata corporation.

20. Requisition of council hearing

- 20.1 By application in writing, a resident may request a hearing at a council meeting stating the reasons for the request.
- 20.2 Except for a hearing pursuant to section 144 of the Act, if a hearing is requested under bylaw 20.1, the council must hold a meeting to hear the applicant within one (1) month of the date of receipt by the council of the application.
- 20.3 If the purpose of the hearing is to seek a decision of the council, the council must give the applicant a written decision within one week of the date of the hearing.

21. Quorum of council

- 21.1 A quorum of the council is
 - a. 1, if the council consists of one member,
 - b. 2, if the council consists of 2, 3 or 4 members,
 - c. 3, if the council consists of 5 or 6 members, and
 - d. 4, if the council consists of 7 members.
- 21.2 Council members must be present in person at the council meeting to be counted in establishing quorum.

22. Council meetings

- 22.1 The council may meet together for the conduct of business, adjourn and otherwise regulate its meetings on a monthly basis or as necessary.
- 22.2 At the option of the council, council meetings may be held by electronic means, so long as all council members and other participants can communicate with each other.
- 22.3 If a council meeting is held by electronic means, council members are deemed to be present in person.
- 22.4 Owners and spouses of owners may attend council meetings as observers.
- 22.5 Despite bylaw 22.4, no observers may attend those portions of council meetings that deal with any of the following:
 - (a) bylaw contravention hearings under section 135 of the Act;
 - (b) rental restriction bylaw exemption hearings under section 144 of the Act;

- (c) any other matters if the presence of observers would, in the council's opinion, unreasonably interfere with an individual's privacy.

23. Voting at council meetings

- 23.1 At council meetings, decisions must be made by a majority of council members present in person at the meeting.
- 23.2 If there is a tie vote at a council meeting, the president may break the tie by casting a second, deciding vote.
- 23.3 The results of all votes at a council meeting must be recorded in the council meeting minutes.

24. Council to inform owners of minutes

- 24.1 The council circulate to or post for owners the minutes of all council meetings within 2 weeks of the meeting, whether or not the minutes have been approved.

25. Delegation of council's powers and duties

- 25.1 Subject to bylaws 25.2, 25.3 and 25.4, the council may delegate some or all of its powers and duties to one or more council members or persons who are not members of the council, and may revoke the delegation.
- 25.2 The council may delegate its spending powers or duties, but only by a resolution that
 - (a) delegates the authority to make an expenditure of a specific amount for a specific purpose, or
 - (b) delegates the general authority to make expenditures in accordance with bylaw 25.3.
- 25.3 A delegation of a general authority to make expenditures must
 - (a) set a maximum amount that may be spent, and
 - (b) indicate the purposes for which, or the conditions under which, the money may be spent.
- 25.4 The council may not delegate its powers to determine, based on the facts of a particular case,
 - (a) whether a person has contravened a bylaw or rule,
 - (b) whether a person should be fined, and the amount of the fine,
 - (c) whether a person should be denied access to a recreational facility, or
 - (d) whether an owner should be granted an exemption from a rental restriction bylaw under section 144 of the Act.

26. Spending restrictions

- 26.1 A person may not spend the strata corporation's money unless the person has been delegated the power to do so in accordance with these bylaws.
- 26.2 Bylaw 21(2) of the Schedule of Bylaws to the Act does not apply to the strata corporation.

27. Limitation on liability of council member

- 27.1 A council member who acts honestly and in good faith is not personally liable because of anything done or omitted in the exercise or intended exercise of any power or the performance or intended performance of any duty of the council.
- 27.2 Bylaw 27.1 does not affect a council member's liability, as an owner, for a judgment against the strata corporation.
- 27.3 All acts done in good faith by the council are, even if it is afterwards discovered that there was some defect in the appointment or continuance in office of a member of council, as valid as if the council member had been duly appointed or had duly continued in office.

Enforcement of Bylaws and Rules

28. Fines

- 28.1 Except where specifically stated to be otherwise in these bylaws, the strata corporation may fine an owner or tenant:
- (a) \$200.00 for each contravention of a bylaw, and
 - (b) \$50.00 for each contravention of a rule.
- 28.2 The council must, if it determines in its discretion that a resident is in repeated contravention of any bylaws or rules of the strata corporation, levy fines and the fines so levied shall be immediately added to the strata fees for the strata lot and shall be due and payable together with the strata fees for the strata lot in the next month following such contravention.

29. Continuing contravention

- 29.1 Except where specifically stated to be otherwise in these bylaws, if an activity or lack of activity that constitutes a contravention of a bylaw or rule continues, without interruption, for longer than 7 days, a fine may be imposed every 7 days.

Annual and Special General Meetings

30. Quorum of meeting

30. If within 1/2 hour from the time appointed for an annual or special general meeting, a quorum is not present, the meeting stands adjourned for a further 1/2 hour on the same day and at the same place. If within a further 1/2 hour from the time of the adjournment, a quorum is not present, the eligible voters, present in person or by proxy, constitute a quorum.

This bylaw is an alternative to section 48(3) of the Act. This bylaw does not apply to a meeting demanded pursuant to section 43 of the Act and failure to obtain a quorum for a meeting demanded pursuant to section 43 terminates, and does not adjourn, that meeting.

31. Person to chair meeting

- 31.1 Annual and special general meetings must be chaired by the president of the council.
- 31.2 If the president of the council is unwilling or unable to act, the meeting must be chaired by the vice president of the council.

- 31.3 If neither the president nor the vice president of the council chairs the meeting, a chair must be elected by the eligible voters present in person or by proxy from among those persons, eligible to vote, who are present at the meeting.

32. Participation by other than eligible voters

- 32.1 Tenants and occupants may attend annual and special general meetings, whether or not they are eligible to vote.
- 32.2 Persons who are not eligible to vote may not participate in the discussion at a meeting.
- 32.3 Tenants who are not eligible to vote, must leave the meeting if requested to do so by a resolution passed by a majority vote at the meeting.

33. Voting

- 33.1 Except on matters requiring a unanimous vote, the vote for a strata lot may not be exercised if the strata corporation is entitled to register a lien against that strata lot under section 116(1) of the Act.
- 33.2 Except on matters requiring a unanimous vote, the vote for a strata lot may not be exercised if there are amounts owing to the strata corporation charged against the strata lot in respect of administration fees, bank charges, fines, penalties, interest or the costs, including the legal costs, of remedying a contravention of the bylaws or rules.
- 33.3 Except on matters requiring a unanimous vote, the vote for a strata lot may not be exercised if there are amounts owing to the strata corporation charged against the strata lot in respect of administration fees, bank charges, fines, penalties, interest or the costs, including the legal costs, of remedying a contravention of the bylaws or rules, including legal costs, for which the owner is responsible under section 131 of the Act.
- 33.4 At an annual or special general meeting, voting, cards must be issued to eligible voters.
- 33.5 At an annual or special general meeting a vote is decided on a show of voting cards, unless an eligible voter requests a precise count.
- 33.6 If a precise count is requested, the chair must decide whether it will be by show of voting cards or by roll call, secret ballot or some other method.
- 33.7 The outcome of each vote, including the number of votes for and against the resolution if a precise count is requested, must be announced by the chair and recorded in the minutes of the meeting.
- 33.8 If there is a tie vote at an annual or special general meeting, the president, or, if the president is absent or unable or unwilling to vote, the vice president, may break the tie by casting a second, deciding vote.
- 33.9 Despite anything in bylaws 33.1 to 33.8 (inclusive), an election of council or removal of a council member must be held by secret ballot, if the secret ballot is requested by an eligible voter.

34. Electronic attendance at meetings

- 34.1 A person who is eligible to vote may attend an annual or special general meeting by electronic means so long as the person and the other participants can communicate with each other.
- 34.2 If an annual or special general meeting is held by electronic means with a person, the person is deemed to be present in person for the purposes of the meeting,

35. Order of business

- 35.1 The order of business at annual and special general meetings is as follows:
- a. certify proxies and corporate representatives and issue voting cards;
 - b. determine that there is a quorum;
 - c. elect a person to chair the meeting, if necessary;
 - d. present to the meeting proof of notice of meeting or waiver of notice;
 - e. approve the agenda;
 - f. approve minutes from the last annual or special general meeting;
 - g. deal with unfinished business;
 - h. receive reports of council activities and decisions since the previous annual general meeting, including reports of committees, if the meeting is an annual general meeting;
 - i. ratify any new rules made by the strata corporation under section 125 of the Act;
 - j. report on insurance coverage in accordance with section 154 of the Act, if the meeting is an annual general meeting;
 - k. approve the budget for the coming year in accordance with section 103 of the Act, if the meeting is an annual general meeting;
 - l. deal with new business, including any matters about which notice has been given under section 45 of the Act;
 - m. elect a council, if the meeting is an annual general meeting;
 - n. terminate the meeting.

Voluntary Dispute Resolution

36. Voluntary dispute resolution

- 36.1 A dispute among owners, tenants, the strata corporation or any combination of them may be referred to a dispute resolution committee by a party to the dispute if
- a. all the parties to the dispute consent, and
 - b. the dispute involves the Act, the regulations, the bylaws or the rules.
- 36.2 A dispute resolution committee consists of
- a. one owner or tenant of the strata corporation nominated by each of the disputing parties and one owner or tenant chosen to chair the committee by the persons nominated by the disputing parties, or
 - b. any number of persons consented to, or chosen by a method that is consented to, by all the disputing parties.
- 36.3 The dispute resolution committee must attempt to help the disputing parties to voluntarily end the dispute.

Small Claims Court Proceedings

37. Authorization to proceed

- 37.1 The strata corporation may proceed under the *Small Claims Act*, without further authorization by the owners, to recover from an owner, by an action in debt in Small Claims Court, money owing to the strata corporation, including money owing as administration fees, bank charges, fines,

penalties, interest or the costs, including legal costs, of remedying a contravention of the bylaws or rules and to recover money which the strata corporation is required to expend as a result of the owner's act, omission, negligence or carelessness or by that of an owner's visitors, occupants, guests, employees, agents, tenants or a member of the owner's family.

Marketing Activities by Owner Developer

38. Display lot

- 38.1 Subject to bylaw 39.1, an owner developer who has an unsold strata lot may carry on sales functions that relate to its sale, including the posting of signs.
- 38.2 An owner developer may use a strata lot, that the owner developer owns or rents, as a display lot for the sale of other strata lots in the strata plan.

Marketing Activities by Owners and Occupants

39. Sale of a strata lot

- 39.1 Real estate signs must not be displayed in a strata lot or on the common property except in the location designated by the strata corporation for real estate signs.

Insurance

40. Insuring against major perils

- 40.1 The strata corporation must insure against major perils, as set out in regulation 9.1(2), including, without limitation, earthquakes.

Storage

41. Storage lockers and bicycle storage

- 41.1 A resident must store bicycles and tricycles only in basement parking areas, the bicycle rack, the bicycle room and storage lockers.
- 41.2 A resident must not store any hazardous or flammable substances in storage lockers.

Parking

42. Parking

- 42.1 A resident must not permit any oversized, commercial or recreational vehicles including, but not exhaustively, boats, trailers and campers to enter or be parked or stored on common, limited common property or land that is a common asset.
- 42.2 A resident must not store unlicensed or uninsured vehicles on the common, limited common property or on land that is a common asset.
- 42.3 A resident storing a vehicle must provide proof of insurance to the strata corporation on the commencement date of the storage.
- 42.4 An owner must not sell, lease or licence parking stalls to any person other than an owner or occupant.
- 42.5 A resident must park only in the parking stall assigned to the resident.

- 42.6 A resident or visitor must not permit a vehicle to be parked or left unattended in a manner that interferes with parking stalls, access lanes or no parking zones.
- 42.7 Any resident's vehicle parked in violation of bylaw 42.6 will be subject to removal by a towing company authorized by council, and all costs associated with such removal will be charged to the owner of the strata lot.
- 42.8 A resident or visitor must not use any parking area as a work area for carpentry, renovations, repairs (including, but not exhaustively, sawing, drilling and the use of any adhesive or hardening compounds) or work on vehicles involving any automotive fluids or paints, motor tune ups or mechanical repairs.
- 42.9 A resident or visitor operating a vehicle in the parking areas must activate the vehicle's headlights and not exceed 10 km/hour.
- 42.10 A resident or visitor must not smoke while in the parking area including inside a vehicle.
- 42.11 A resident must not park or store any vehicle that drips oil or gasoline. A resident must remove any dripped oil, gasoline or other automotive residue.
- 42.12 A resident or owner or other party must pay to the strata a fee to use a parking stall. Parking stalls are distributed at the sole discretion of Council and will be charged the following monthly amounts: For resident - owner use: \$45; for resident - tenant use: \$55; for non resident use ie: Commercial Use: \$75. These rates may be changed at the discretion of Council

Moving

43. Moving in/out procedures

- 43.1 An owner must conform and ensure that any tenants conform to the Move In and Move Out rules established by council from time to time.
- 43.2 All owners shall be assessed a moving-in fee of \$100.00 to cover general wear and tear on the common areas of the buildings. The moving fee shall be payable seven (7) days prior to moving. An owner shall be responsible for any damage to the common areas, and shall be assessed the costs of repairs.
- 43.2.1 This bylaw applies to any change in residency, regardless of furniture moved.
- 43.3 A resident must provide notice to the strata corporation of all moving arrangements at least 48 hours before the moving date. All moves must take place between 9:00 a.m. and 6:00 p.m., Monday through Friday and 10:00 a.m. to 5:00 p.m. on Saturdays, Sundays and statutory holidays.
- 43.4 A resident using the elevator during a move must ensure that the elevator service key is used to control the elevator and the doors not jammed open in any manner.
- 43.5 A resident must ensure that the lobby doors are not left open, ajar or unattended and that furniture is not left piled in the lobby area.
- 43.6 A resident must ensure that all common areas are left damage free, clean and all hallways and lobby areas vacuumed immediately upon completion of the move.

- 43.7 A resident contravening bylaws 43.1 to 43.6 (inclusive) shall be subject to a fine of \$200.00.

Appearance of strata lots

44. Cleanliness

- 44.1 A resident must not allow a strata lot to become unsanitary or untidy. Rubbish, dust, garbage, boxes, packing cases and other similar refuse must not be thrown, piled or stored in the strata lot or on common property. Any expenses incurred by the strata corporation to remove such refuse will be charged to the strata lot owner.
- 44.2 A resident must ensure that ordinary household refuse and garbage is securely wrapped and placed in the garbage chute, if applicable, or in the containers provided for that purpose, recyclable material is kept in designated areas and material other than recyclable or ordinary household refuse and garbage is removed appropriately.

Rentals

45. Residential Rentals

- 45.1 Prior to possession of a strata lot by a tenant, an owner must deliver to the tenant the current bylaws and rules of the strata corporation and a Notice of Tenant's Responsibilities in Form K.
- 45.2 Within two weeks of renting a strata lot, the landlord must give the strata corporation a copy of the Form K - Notice of Tenant's Responsibilities signed by the tenant, in accordance with section 146 of the Act.
- 45.3 Where an owner leases a strata lot in contravention of bylaw 45.1 and 45.2, the owner shall be subject to a fine of \$500.00 and the strata corporation shall take all necessary steps to terminate the lease or tenancy, including, but not limited to, seeking a declaration or Court injunction to enforce the bylaw. Any legal costs incurred by the strata corporation in enforcing the rental restriction bylaws shall be the responsibility of the contravening owner and shall be recoverable from the owner on a solicitor and own client basis by the strata corporation.
- 45.4 All owners must provide a signed Form K to the strata council or property manager within two weeks when requested. Owners who do not provide a signed Form K may be fined \$200.
- 45.5 No owner/occupant shall grant a tenancy or sublet a unit for any length of time less than three (3) months.

Visitors and Children

46. Children and supervision

- 46.1 Residents are responsible for the conduct of visitors including ensuring that noise is kept at a level, in the sole determination of a majority of the council that will not disturb the rights of quiet enjoyment of others.
- 46.2 Residents are responsible for the conduct of children residing in their strata lot, including ensuring that noise is kept at a level, in the sole determination of a majority of the council, that will not disturb the rights of quiet enjoyment of others.
- 46.3 Residents are responsible to assume liability for and properly supervise activities of children including, but not exhaustively, bicycling, skateboarding and hockey.

47. Miscellaneous

- 47.1 A residents or visitors must not smoke, consume food, or drink beverages of any sort on the common property."
- 47.2 A resident or visitor must not use or store barbecues on common property, including limited common property, including, but not exclusively, balconies and roof top areas.
- 47.3 A resident or visitor must not hinder or restrict sidewalks, entrances, exits, halls, passageways, stair-ways and other parts of the common property. Hindrance and restriction includes the keeping of personal items and garbage.
- 47.4 A resident or visitor must not wear or use inline skates and skateboards anywhere in the building, including a strata lot.
- 47.5 A resident must not permit any person to play or loiter in the garden areas, on common property or on land that is a common asset, unless such common property or common asset is a playground.
- 47.6 A resident or visitor must not use common property electrical outlets with the exception of parking area outlets used while vacuuming a vehicle.
- 47.7 Subject to bylaw 39.1, a resident or owner must not erect or display or permit to be erected or displayed any signs, fences, billboards, placards, advertising, notices or other fixtures of any kind on the common property or in a strata lot, unless authorized by the council. This shall include exterior painting and the addition of wood, ironwork, concrete or other materials.
- 47.8 A resident may post notices on the designated bulletin board, subject to being removed by the council if deemed inappropriate or posted for in excess of one week.
- 47.9 A resident must ensure that all entrance doors to strata lots are kept closed and kitchen extract fans are used when cooking.
- 47.10 A resident or visitor must not shake rugs, carpets, mops or dusters of any kind from any balcony, window, stairway or other part of a strata lot or common property.
- 47.11 A resident must ensure that drapes or blinds visible from the outside of the building are cream or white in colour.
- 47.12 A resident must ensure that no air conditioning units, laundry, flags, clothing, bedding or other articles are hung or displayed from windows, balconies or other parts of the building so that they are visible from the outside of the building, except Canadian flags from 25 June to 4 July.

- 47.13 A resident must not display or erect fixtures, poles, clotheslines, racks, storage sheds and similar structures permanently or temporarily on limited common property, common property or land that is a common asset. Despite the foregoing, the placing of items on the limited common property balconies or patio areas shall be limited to free standing, self contained planter boxes or containers, summer furniture and accessories.
- 47.14 An owner must ensure that Christmas lights are installed after December 1st of the year approaching Christmas and removed before January 15th of the year following Christmas.
- 47.15 No objects, including keys, are to be dropped or thrown down from or up to people on balconies.
- 47.16 No Strata Lot shall be used for commercial or professional purposes or any purpose which may be illegal or injurious to the reputation of the Strata except Strata Lots 1 to 14, which are registered commercial premises and may be used for commercial or professional purposes only.
- 47.17 Each Strata Lot shall be occupied as a single-family residence.
- 47.18 Without the consent of the Strata Council, no part of common property other than in storage lockers shall be used for storage. Storage lockers will be assigned by the Resident Manager. Tenants will be charged a monthly fee for use of storage lockers, the amount to be determined by the Strata Council. Resident owners will be allowed to occupy one locker free of charge. Resident owners who occupy more than one locker will be charged the same fee as tenants, for each extra locker they occupy. The number of lockers a resident is allowed to occupy shall be at the discretion of the Council. Non-resident owners will not be allowed to rent a locker."
- 47.19 No owners or residents will contact the Resident Manager except during those posted hours of duty, or in the case of an emergency.
- 47.20 Hanging baskets shall be installed no less than one half meter (approximately eighteen (18) inches) in from the railing line. Planter boxes must be hung on the inside of the balcony railing.
- 47.21 Strata Plan VR 1182, VR 1183, and VR 1184 having interest in the easement areas of the common property, must have a two-thirds vote agreeing to any change of management of the easement area.
- 47.22 Owners and residents will not allow odour from strong smelling incense or similar scented products to enter another apartment, and will use internal air filters or fans to remove the substance so as not to interfere with other residents.
- 47.23 Residents are not permitted to install any permanent, semi permanent or any other type of built-in cloth washing machine or dryer. Any resident who violates this bylaw shall be subject to a fine of \$500 plus repair costs.
- 47.24 Residents or visitors must not use emergency exits to leave the building for anything other than a fire alarm or other type of emergency.
- 47.25 Any owner or tenant receiving a fob or a key will be required to leave a \$50.00 deposit with the Manager. The deposit will be refunded when the fob or key is returned.

END OF BYLAWS, STRATA PLAN VR 1182

Strata Property Act
Form B

INFORMATION CERTIFICATE

(Section 59)

The Owners, **Strata Plan VR1182**, certify that the information contained in this certificate with respect to **Strata Lot 63, District Lot 541, and P.I.D 006-344-437** is correct as of the date of this certificate.

- (a) Monthly strata fees payable by the owner of the strata lot described above..... \$165.61
- (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*) \$0.00
- (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?
- no □ yes [*attach copy of all agreements*]
- (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 \$0.00
- (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..... \$0.00
- (f) Amount in the contingency reserve fund minus any expenditures which have already been approved but not yet taken from the fund \$117,755.11
- (g) Are there any amendments to the bylaws that are not yet filed in the land title office?
- no □ yes [*attach copy of all amendments*]
- (h) Are there any resolutions passed by a 3/4 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?
- no □ yes [*attach copy of all resolutions*]
- (i) Has notice been given for any resolutions, requiring a 3/4 vote or unanimous vote or dealing with an amendment to the bylaws, that have not yet been voted on?
- no □ yes [*attach copy of all notices*]

- (j) Is the strata corporation party to any court proceeding or arbitration, and/or are there any judgments or orders against the strata corporation?

☒ no ☐ yes *[attach details]*

- (k) Have any notices or work orders been received by the strata corporation that remain outstanding for the strata lot, the common property or the common assets?

☒ no ☐ yes *[attach copies of all notices or work orders]*

(l) Number of strata lots in the strata plan that are rented..... 99

Date: August 08, 2009

The Owners, **Strata Plan VR1182**

Per:



Zeljko Bozic

Strata Manager for Strata VR1182

Anchor Point 1**Balance Sheet As at 31.08.2009****ASSET****Current Assets**

TD Special Levies	231,959.10	
Petty Cash	750.00	
TD - operating Account	29,956.75	
TD - Contingency	<u>117,755.11</u>	
Total Bank		380,420.96
Accounts Receivable		57,407.61
Accounts Receivable - Other		-649.49
Purchase Prepayments		<u>305.56</u>
Total Current Assets		<u>437,484.64</u>

TOTAL ASSET 437,484.64**LIABILITY****Current Liabilities**

Accounts Payable	170.79	
Deposits	-270.00	
EI Payable	0.00	
CPP Payable	0.00	
Prepaid Deposits	<u>10,216.21</u>	
Total Current liabilities		<u>10,117.00</u>

TOTAL LIABILITY 10,117.00**EQUITY****Equity**

Operating Fund	<u>251,129.50</u>	
Operating Equity		251,129.50
Contingency Fund	<u>115,778.14</u>	
Contingency Fund		115,778.14
Special Levy Fund	<u>83.44</u>	
Special Levy Fund		83.44
Operating Fund		-40,021.94
Retained Earnings - Previous Year		134,550.59
Excess Revenue Over Expenses		<u>-34,152.09</u>
Total Partners' Equity		<u>427,367.64</u>

TOTAL EQUITY 427,367.64**LIABILITIES AND EQUITY** 437,484.64

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Anchor Point 1**Income Statement 01.01.2009 to 31.08.2009****REVENUE****General Revenue**

Strata Fees	244,986.88
Parking Income	46,345.00
Laundry Income	8,489.97
Move In/Move Out Fee	3,400.00
Locker Income	3,140.00
Late Fees	25.00
Bylaw Fines	300.00
Hydro Recovery Income	7,145.04
Interest Income	164.34
Miscellaneous Income	9,653.20
Special Levy Income	55,693.56
Total General Revenue	379,342.99

TOTAL REVENUE379,342.99**EXPENSE****Expenses**

Bank Charges	302.60
Miscellaneous Expenses	828.07
Sundry, Postage and Copies	419.93
Permits	1,064.50
Insurance	26,665.00
Telephone	521.10
Cell Phone, pager	1,322.04
Relief Caretaker	8,087.00
EI Expense	888.16
CPP Expense	1,716.52
WCB Expense	589.72
Utilities - Electricity	17,789.75
Utilities - Natural Gas	64,677.45
Sewer & Water Charges	16,416.91
Garbage Disposal & Recycling	7,126.73
Supplies	4,457.06
Office Supplies	2,167.25
Security	16,009.03
Pest Control	3,614.63
General Repairs & Maintenance	27,810.47
Elevator Maintenance	7,479.39
Mechanical Maintenance	5,307.92
Accounting & Legal	2,625.00
Fire & Alarm Maintenance	2,589.26
Windows & Skylights	10,378.45
Joint Council/Easement	32,257.89
Special Project	58,701.40

Building Improvment	41,135.13
Wages & Salaries	<u>50,546.72</u>
Total General & Admin. Expenses	<u>413,495.08</u>
 TOTAL EXPENSE	 <u>413,495.08</u>
 NET INCOME	 <u><u>-34,152.09</u></u>

Generated On: 08.09.2009

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Thursday, July 2nd, 2009 at 7:30 p.m. in the 9th floor lounge
1330 Burrard St., Vancouver

PRESENT: Richard Blanchard
Ann MacAvin

REGRETS: Nicky Calvert
Peter Subrt
Irina Nazarevitch
Dan Kelly
Simon Abou-Antoun

MANAGER: Zeljko Bozic

CALL TO ORDER: 7:40

FINANCIAL REPORT

Financial Statement: The financial statements to the end of June were reviewed and accepted. The balance in the operating account at the end of June was \$87,273.46, and the balance in the Special Levies account \$226,577.91.

Contingency Fund: \$117,755.11
Current Assets: \$480,519.91

BUSINESS ARISING

Brick Wall Replacement

The Property Manager spoke with the contractor a couple of days before the meeting, and was told preliminary work on the wall would begin the second week of July. The work is expected to take ten weeks.

Maintenance Work

Council was informed that between \$6,000 and \$7,000 has been spent on repair work to skylight windows in various units on the 7th, 8th, and 9th floors. Three glass panels on the ground floor canopy have been replaced over the last few weeks.

It was decided that the Property Manager would try to find a company to do maintenance work, on a regular basis, on the boilers. Because the warranty on the boiler is due to expire soon, and other components of the system are nearly 30 years old, there are frequently small issues with the system that need to be addressed such as malfunctioning heat exchangers, small leaks in pipes and valves, etc. Regular maintenance should help to minimize future problems.

EASEMENT

The work to repair leakage in the courtyard has been completed. The Strata's share of the cost will be roughly \$21,000. It was noted that the courtyard tiles which were removed to do the work were replaced with a layer of concrete rather than new tiles. It was agreed that in any future work of this nature that it be stipulated in the contract that the old tiles be replaced with new ones.

BYLAWS/CORRESPONDENCE

There were no bylaw violations or correspondence to deal with.

ADJOURNMENT

The meeting was adjourned at 8:45.

The next council meeting is scheduled for Thursday, September 10th at 7:30 p.m. in the 9th floor lounge at 1330 Burrard St.

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or sent your suite number and

E-mail to: **anchorpoint1@novuscom.net**

SKYPE: anchorpoint1

Office telephone number:

604-681-3472

After working hours emergency only at:

604-345-4946

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Thursday, May 28th, 2009 at 7:30 p.m. in the 9th floor lounge
1330 Burrard St., Vancouver

PRESENT: Richard Blanchard
Simon Abou-Antoun

REGRETS: Nicky Calvert
Peter Subrt
Irina Nazarevitch
Dan Kelly
Ann MacAvin

MANAGER: Zeljko Bozic

CALL TO ORDER: 7:40

FINANCIAL REPORT

Financial Statement: The financial statements to the end of April were reviewed and accepted. The balance in the operating account at the April was \$66,750.32, and the balance in the Special Levies account was \$196,180.87.

Contingency Fund: \$117,755.11
Current Assets: \$435,814.19

BUSINESS ARISING

Brick Wall Replacement

The Property Manager was informed that the building permit was issued the day before the meeting, and that the contractor would begin the first phase of the project sometime around the middle of June.

Building Insurance

During the last month the Property Manager discovered that previous assessments were based on an inaccurate amount for the total square footage of the building property, which was given to the appraisers by a former management company. This resulted in insurance costs being higher than they should have been. The Property Manager will consider quotes from two insurance companies, based on the adjusted assessment, and will make a decision in the next few days about which one to accept. The insurance company and the new costs will be recorded in the minutes of the next meeting.

9th Floor Lounge

It was decided to put aside an amount not more than \$1,000 to upgrade the furniture in the 9th floor lounge.

Computer

It was decided that a new laptop computer would be purchased for the office, as problems were beginning to occur with the old office PC. This will allow the Property Manager greater efficiency and convenience working and handling files, etc. and will free space in the old computer for other functions.

Ceiling Tiles

The Property Manager reported that a small section of the old ceiling tiles in the hallway adjacent to the lobby have been replaced by drywall panels with small metal door openings providing access to various pipes and valves. It was decided that this work should be finished to include the whole lobby area. This will make a significant improvement in the appearance of the lobby, and owners will be able to decide, at future AGM's, whether it would be worthwhile doing similar work in other parts of the building.

Miscellaneous

The Property Manager reported that roughly \$1,100 has been spent on plants, pots, etc. for landscaping on the rooftop, lounge, and courtyard areas around the building.

EASEMENT

The work to repair leakage in the courtyard has been finished. It was noted that the tiles have been replaced by a layer of concrete, which is generally agreed to be not as attractive as before. This issue will be discussed at the next Easement meeting. The cost to the Strata for these repairs was roughly \$21,000.

CORRESPONDENCE

An email was sent by an owner requesting approval for a fast food restaurant to operate from one of the commercial units. The owner has been asked to provide more detailed information about this operation.

BYLAWS

A unit on the 4th floor was fined \$200 for causing a disturbance and some damage in the 9th floor lounge, and a unit on the 8th floor was fined \$50 for a noise complaint.

ADJOURNMENT

The meeting was adjourned at 8:40.

The next Council meeting will be held on July 2nd, 2009 at 7:30 p.m. in the 9th floor lounge at 1330 Burrard St.

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or sent your suite number and

E-mail to: anchorpoint1@novuscom.net

SKYPE: anchorpoint1

Office telephone number:

604-374-3173

After working hours emergency only at:

604-345-4946

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Thursday, April 23rd, 2009 at 7:30 p.m. in the 9th floor lounge
1330 Burrard St., Vancouver

PRESENT: Nicky Calvert
Peter Subrt
Irina Nazarevitch
Dan Kelly
Ann MacAvin
Richard Blanchard

REGRETS: Simon Abou-Antoun

MANAGER: Zeljko Bozic

CALL TO ORDER 7:35

FINANCIAL REPORT

1) Financial Statement: The financial statements to the end of March were reviewed and accepted. The balance in the operating account at the end of this period was \$57,803.10 with the balance in the Special Levies account being \$196,172.92.

Contingency Fund: \$117,753.65
Current Assets: \$425,394.36

(Please note: As of the end of the month there was still about \$35,000 due and receivable for the Special Levy of 2008. This money needs to be collected to complete the project on time. From May 1st the Strata will charge \$25 late fees and interest on unpaid strata and special levy fees. Strata would like to thank those owners who have kept their accounts up to date.)

BUSINESS ARISING

Brick Wall Replacement

Council was informed that demolition and construction of the brick wall would begin as soon as the building permit comes through, which should be within 2 or 3 weeks. The work is expected to take about 10 weeks to complete.

Ceiling Tiles

It was agreed that a quote would be obtained to replace ceiling tiles in the common area hallway of the main floor.

Landscaping

The Property Manager informed Council that a number of residents would volunteer to do landscaping work on the rooftop, the lobby, lounge and entrance areas, and certain parts of the easement directly adjacent to the building. It was agreed this was a good idea, and that notices would be posted on the bulletin board and the website, and that anyone who was interested could contact the Property Manager. Strata would like to thank Trevor McLain for the volunteer landscaping he has already done in the past couple of months.

Meetings in the 9th Floor Lounge

Some owners have asked if the 9th floor lounge could be made available every month or two for residents to meet socially. Council agreed that anyone interested in organizing these meetings should contact the Property Manager, and that the appropriate arrangements could be made.

UPS

Council agreed that the banner hanging from the canopy in front of the UPS store could remain there until their permanent signage is ready, which is expected to be a couple of weeks. The issue will be addressed once again if the banner is still there at the time of the next meeting.

MAINTENANCE

The common area carpets were cleaned earlier in the month, and the windows, glass canopy, entrance awning, and canopy drains will all be cleaned before the end of the month.

EASEMENT

Council was informed by the Property Manager that he was dissatisfied with the service provided by Shield Security over the past couple of months. A number of problems and incidents which should have been reported were not. The manager brought up these issues with their management, and since then the service has improved. The situation will be reviewed again at the next meeting.

BYLAWS

A tenant on the 3rd floor was fined \$200 for disturbing the Property Manager at his private residence, which is a violation of bylaw 47.19 All the necessary contact information, for any type of situation, is posted on the office door. It should be noted that tenants occupying this suite have had a number of complaints made against them, and have been fined in the past. It was agreed that if future incidents occur the owner would be asked to serve them with a notice of eviction. For now the owner of the unit has been asked to provide a K-form with the names and number of tenants in the unit, as the occupants of this suite seem to be constantly changing.

An owner on the 3rd floor who had recently been fined has asked the Property Manager to contact the owner's management company, rather than the owner, when problems occur. The Property Manager informed Council that this particular management company, who manage a number of units in the building, have been contacted numerous times concerning rental procedures but continue to ignore and violate strata bylaws. To save time, and to ensure that owners receive information regarding their

units, the Property Manager will continue to contact owners directly rather than through this particular management company.

Owners are reminded that the Property Manager must be notified of any change in the residency of their suite, that moving arrangements be provided at least 48 hours before the moving date, and that the proper K forms be signed and provided to the Manager within two weeks.

Failure to do this is a violation of the bylaws. Owners who do not comply will be subject to a fine, and the fobs will be cancelled until the K form and payment are provided.

ADJOURNMENT

The meeting was adjourned at 9:05 p.m.

The next Council meeting will be held on Thursday, May 28th at 7:30 p.m. in the 9th floor lounge at 1330 Burrard St.

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E-mail to: **anchorpoint1@novuscom.net**

SKYPE: anchorpoint1

Office telephone number:

604-374-3173

After working hours emergency only at:

604-345-4946

MINUTES OF ANNUAL GENERAL MEETING

ANCHOR POINT 1 – STRATA PLAN VR1182

DATE HELD: Thursday, March 26th, 2009

TIME: 7:00 p.m. (Registration at 6:30 p.m.)

LOCATION: 9th Floor Lounge, 1330 Burrard Street, Vancouver, B.C.

At 7:05 it was determined that 57 owners (32 in person, 25 by proxy) were in attendance. The quorum being reached, the proxies were certified and voting cards were handed out.

CALL TO ORDER 7:10 p.m.

INSURANCE REPORT

The Property Manager reported that the complex was currently insured by BFL Insurance Services at a cost of \$28,676. A copy of the contract was included with the Notice of AGM.

PRESIDENT'S REPORT

The President's Report, included with the Notice of AGM sent to the owners, was reviewed.

Finances

- The balance of the Contingency Fund at the end of the year was \$117,718.
- The balance of the Operating Account at the end of the year was \$82,951.
- The balance in the Special Levies Account at the end of the year was \$193,954.

Projects & Maintenance

- A total of \$19,000 was paid to VVV Engineering, who prepared detailed drawings and specifications for the replacement brick wall.
- An amount of approximately \$10,000 was spent repairing windows and patio door frames. Council decided last fall that this would be a more effective way to deal with the problem of water leakage and drafts than spending \$40,000 on new sealant around outside bay windows which were still, in the opinion of the engineering firm, in reasonably good condition. Roughly 40 units requested repair work, which was completed during the months of November and December.
- Last fall Council agreed to replace the elevator door operators at a cost of \$27,500 plus taxes. This work was completed early in March. Earlier this year Council decided to spend an extra \$6,000 to install sensors in the elevator doors, as this reduces wear and tear on the operating parts inside the door.

- Maintenance work such as cleaning carpets, windows and glass awnings was done twice during the year. The entrance awning was also thoroughly cleaned for the first time since it was installed, and will be cleaned twice a year in the future. The replacement and maintenance of electrical units such as light fixtures, rooftop motors, fans, etc. was continued wherever it was needed.

Easement

- The courtyard benches were painted last October, and the courtyard and fountain area was power-washed. On the underground levels, new parking stall lines were painted, concrete columns were painted to make them more visible to drivers, and all the floors were swept and power washed. In April work to repair water leakage in three areas of the courtyard will begin. The Strata's share of the cost will be about \$21,000.

Management

- In 2009 Zeljko Bozic continued in his position as Property Manager/Resident Manager of Anchor Point 1. He continues to do a superb job in all aspects of building management, providing access to tenants and owners that very few stratas have.

MINUTES

The minutes of the 2008 AGM were unanimously approved.

OPERATING BUDGET

The Operating Budget for 2009 was unanimously approved.

SPECIAL RESOLUTIONS

- Resolution #1 Special Levy (Demolition and Reconstruction of the brick wall on the south elevation)

Be it resolved as a $\frac{3}{4}$ vote of the Owners, Strata Plan VR 1182 that the Strata Corporation shall raise **\$56,000** by way of special levy for the purpose of completing the demolition and reconstruction of the brick wall on the southern elevation of the building.

*The special levy shall become due and payable immediately upon passing of the Resolution and any owner who sells, conveys or transfers his/her title, including a re-mortgage, shall pay the full amount outstanding. The special levy is not considered an "installment" levy as contemplated by section 108(3)(e) of the Strata Property Act. As a matter of financial convenience only, owners may pay his/her special levy in equal monthly installments over a period of **Three (3) months**, such payments to commence **May 01, 2009**. Any installment not made on the first of each month shall be assessed a fine of \$25.00. The Strata Corporation may further add interest charges at the rate of 18% per annum, compounded annually.*

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

The owners present were informed that four bids were tendered to do the reconstruction work on the wall, and that Council had accepted the bid by TNC Restoration Ltd. as the one to be voted on at the AGM. Their bid was the lowest of the four. At \$299,315 it was considerably less than had been anticipated, leaving only \$56,000 extra needed to be raised this year to finish the project. The Council was assured by VVV Engineering that they had worked with all four companies, and considered each one of them to be efficient and reliable. – After further discussion the resolution was moved, seconded, and adopted by the required majority (57 in favour, 0 opposed, and 0 abstentions)

OTHER BUSINESS

As at last years AGM, a number of owners brought up the possibility of installing double-glazed windows and patio doors. After further discussion, the owners voted strongly in favour of a proposal regarding double-glazing being included on the agenda of the next AGM, to be voted on as a resolution. It will be up to the next Council to determine exactly how this resolution will be presented.

ELECTION OF STRATA COUNCIL

As required by the bylaws, the Council members resigned from their positions. The following owners volunteered or willing to run for Council again, and were elected by the necessary majority.

Nicky Calvert	strata lot	#135	Ann MacAvin	strata lot	#53
Simon Abou-Antoun	strata lot	#108	Dan Kelly	strata lot	#22
Peter Subrt	strata lot	#77	Irina Nazarevitch	strata lot	#71
Richard Blanchard	strata lot	#74			

ADJOURNMENT

There being no further business, the owners were thanked for their attendance and the meeting was adjourned at 7:50. The next Council Meeting will be held on Thursday, April 23rd, 2009 in the 9th floor lounge at 1330 Burrard Street.

**2009 Operating Budget
1330 Burrard St - "ANCHOR POINT I"**

January 14, 2009

	2006 Actual	2007 Actual	2008 Actual	2008 Proposed	2008 Difference	2009 Proposed
REVENUE						
Strata Fees	332,148.00	332,465.49	357,588.07	365,161.28	-7,573.21	365,161.28
Parking Income	68,290.00	67,622.00	68,605.00	66,000.00	2,605.00	66,000.00
Laundry Income	21,190.00	17,704.04	17,412.28	15,000.00	2,412.28	15,000.00
Locker Income	2,845.00	4,475.00	5,130.00	5,000.00	130.00	5,000.00
Move In/Out Charges	5,500.00	4,100.00	5,100.00	3,500.00	1,600.00	5,000.00
Bylaw Fines	1,900.00	750.00	1,050.00	500.00	550.00	500.00
Hydro Recovery Income	2,528.00	12,942.00	3,984.20	6,000.00	-2,015.80	6,000.00
Interest Income	3,837.00	2,648.01	3,123.93	2,000.00	1,123.93	2,500.00
Miscellaneous Income	3,773.00	2,635.52	5,972.99	2,000.00	3,972.99	3,000.00
Special Levy Income	178,835.00	0.00	266,666.48	266,666.67	-0.19	*
TOTAL REVENUE	\$ 620,846.00	\$ 445,342.06	\$ 734,632.95	\$ 731,827.95	\$ 2,805.00	\$ 468,161.28

EXPENSES

ADMINISTRATIVE EXPENSES

Accounting and Legal	14,056.00	6,753.29	2,279.25	3,000.00	-720.75	3,000.00
Bank Charges	1,387.00	1,138.41	1,935.98	1,700.00	235.98	1,500.00
Sundry, Postage & Copies	532.00	748.02	480.68	1,000.00	-519.32	700.00
Office supplies	2,219.00	858.70	1,576.31	2,500.00	-923.69	2,000.00
Insurance	33,279.00	35,479.38	35,894.50	39,000.00	-3,105.50	35,000.00
Telephone	5,300.00	5,221.94	3,617.29	4,500.00	-882.71	2,500.00
Wages & Salaries	60,953.00	67,950.76	73,560.05	74,000.00	-439.95	74,000.00
Relief Caretaker	13,000.00	14,000.00	14,458.00	14,000.00	458.00	14,000.00
Payroll Expense - EI	800.00	1,491.00	1,419.36	1,500.00	-80.64	1,500.00
Payroll Expense - CPP	1,314.00	2,726.64	2,814.50	3,000.00	-185.50	3,000.00
Payroll Expense - WCB	520.00	548.56	580.00	600.00	-20.00	600.00
TOTAL ADMIN. EXPENSES	\$ 133,360.00	\$ 136,916.70	\$ 138,615.92	\$ 144,800.00	\$ 6,184.08	\$ 137,800.00

	2006	2007	2008	2008	2008	2009
	Actual	Actual	Actual	Proposed	Difference	Proposed
UTILITIES						
Utilities - Electricity	25,534.00	26,379.97	27,740.21	30,000.00	-2,259.79	30,000.00
Utilities - Natural Gas	101,168.00	101,916.63	105,520.81	120,000.00	-14,479.19	115,000.00
Sewer & Water Charges	34,169.00	36,647.75	44,252.56	38,000.00	6,252.56	45,000.00
TOTAL UTILITIES	\$ 160,871.00	\$ 164,944.35	\$ 177,513.58	\$ 188,000.00	\$ 10,486.42	\$ 190,000.00

BUILDING MAINTENANCE						
Garbage Disposal & Recycling	8,584.00	9,984.33	10,842.08	11,000.00	-157.92	12,000.00
Supplies	4,294.00	3,719.74	4,393.20	3,500.00	893.20	4,000.00
Pest Control	20,340.00	5,915.44	5,847.56	6,000.00	-152.44	6,000.00
General Repairs & Maintenance	18,216.00	21,464.11	26,593.27	25,000.00	1,593.27	25,000.00
Security		23,645.16	23,645.16	0.00	23,645.16	25,000.00
Elevator Maintenance	9,333.00	10,076.77	9,972.52	12,000.00	-2,027.48	10,000.00
Mechanical Maintenance	6,511.00	3,927.56	3,032.42	8,000.00	-4,967.58	5,000.00
Fire & Alarm Maintenance	2,873.00	2,499.79	10,380.71	10,000.00	380.71	4,000.00
Windows & Skylights	3,800.00	8,847.42	14,258.06	10,000.00	4,258.06	15,000.00
Joint Council/ Easement Contribution	47,355.00	9,982.95	31,039.28	55,000.00	-23,960.72	53,000.00
Building improvements	0.00	14,285.51	13,219.75	20,000.00	-6,780.25	40,000.00
Special Project	250,187.00	10,053.15	10,447.65	266,666.67	-256,219.02	*
TOTAL BUILDING MAINTENANCE	\$ 371,493.00	\$ 100,756.77	\$ 163,671.66	\$ 427,166.67	\$ 263,495.01	\$ 199,000.00

TOTAL OPERATING EXPENSES	676,329.00	402,617.82	479,801.16	759,966.67	-280,165.51	526,800.00
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TRANSFER TO RESERVES						
Transfer to Contingency Fund	10,000.00	0.00	0.00	0.00	0.00	0.00

TOTAL EXPENSES	\$ 686,329.00	\$ 402,617.82	\$ 479,801.16	\$ 759,966.67	\$ 280,165.51	\$ 526,800.00
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NET SURPLUS (DEFICIT)				\$ 54,812.64		-\$ 58,638.72
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if available, all funds for extra expenditures \$ 61,000.00 (elevators \$40000 and easement \$21000) will be taken from operating account
if not, from contingency

* - Note:		
operating closing balance:	Special levy opening	\$256,216.02
contingency closing balance:	Special levy 2009	\$56,000.00
special levy closing balance:		\$312,216.02
	Special Levy Expenses	\$312,216.02
		\$0.00

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Thursday, March 19th, 2009 at 7:30 p.m. in the 9th floor lounge
1330 Burrard St., Vancouver

PRESENT: Irina Nazarevitch
Tim Morris
Nicky Calvert
Ann MacAvin
Richard Blanchard
Peter Subrt
Simon Abou-Antoun

MANAGER: Zeljko Bozic

CALL TO ORDER: 7:40

FINANCIAL REPORT

- 1) **Financial Statement:** The financial statements to the end of February were reviewed and accepted. The balance in the operating account at the end of February was \$127,567, and the balance in the Special Levies account was \$194,062.

Contingency Fund	\$117,750.54
Current Assets	\$464,318.75

BUSINESS ARISING

Brick Wall Replacement

Council was informed that building permits have been applied for from City Hall at a cost of roughly \$4,000.

Elevator Door Operators

The elevator door operators have been installed and seem to be working very well to this point. The total cost of this project was just over \$35,000.

Plumbing Repairs

The Property Manager informed Council that repairs were needed to fix a 4" drainpipe that had become plugged with a sawdust-like material. The owner who was likely responsible for the problem attended the meeting, and repair costs were discussed with the Council. The owner will contact their insurance company, and at the next Council meeting the issue will be addressed again.

CORRESPONDENCE

A letter was read by the Council from an owner who was asking to be reimbursed for items that had been left in the laundry overnight. On a weekday morning, an employee of the Strata, having seen these items there the previous evening, assumed they had been abandoned and disposed of them. Council was told that it wasn't uncommon for things to be left there intentionally, supposedly for someone to take, if they were interested. - A majority of the Council decided that any amount of reimbursement was not justified. Part of the reasoning was that, having left the articles overnight, the owner should have retrieved them when the laundry opened at 7 a.m., or failing that, contacted the Property Manager that morning asking that the items be put aside. As it was, no effort was made until late in the afternoon to collect them.

ADJOURNMENT

The meeting was adjourned at 9:00.

The next Council meeting will be held on Thursday, April 23rd at 7:30 p.m. in the 9th floor lounge at 1330 Burrard St.

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SKYPE: anchorpoint1

Office telephone number:

604-374-3173

After working hours emergency number:

604-345-4946

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Wednesday, February 19th, 2009 at 7:30 p.m. in the 9th floor lounge
1330 Burrard St., Vancouver

PRESENT: Nicky Calvert
Ann MacAvin
Richard Blanchard
Peter Subrt
Simon Abou-Antoun

REGRETS: Tim Morris
Irina Nazarevitch

MANAGER: Zeljko Bozic

CALL TO ORDER: 8:05

FINANCIAL REPORT

1) **Financial Statement:** The financial statements to the end of January were reviewed and accepted. The balance in the operating account at the end of this period was \$90,751, and the balance in the Special Levies account was \$194,021.

Contingency Fund: \$117,737.32
Current Assets: \$475,500.84

BUSINESS ARISING

Brick Wall Replacement

Council reviewed bids from four contractors to do the brick wall demolition and reconstruction on the south elevation. At a meeting earlier in the week with the Property Manager, President, and Vice-President of the strata, the engineer for the project looked over the drawings and specs, and discussed the various bids. He assured the Strata that his company had worked with all of the contractors, and that he considered them all to be efficient and reputable. Based his appraisal, Council decided to accept the lowest bid from TNC Restoration Ltd., which was for \$299,315.36. The amount needed to be collected this year to finish the project is \$56,000, which is considerably lower than it was expected to be. At the 2009 AGM the owners will vote on a Special Resolution to raise this amount. At this meeting, and at the previous meeting, the Council and the Property Manager unanimously agreed to encourage owners to pass the resolution. It will free the Strata once and for all of the liability concerns, and allow us to move ahead and focus on other issues.

Elevator Door Operators

Council was informed by the Property Manager that work on the elevator door operators would be started at the beginning of March. It was discussed and agreed to spend an extra \$6,000 to install sensors in the doors, as this feature allows them to operate more smoothly and cuts down on the wear and tear of the hardware inside the doors.

AGM

The Notice of AGM was reviewed and accepted by Council. The notices will be mailed in early March, and the date of meeting was approved for Thursday, March 26th

BYLAWS

A unit on the 3rd floor was fined \$200 for repeated violations concerning K-forms and moving fees.

ADJOURNMENT

The meeting was adjourned at 9:25.

The next Council meeting will be held on Thursday, March 19th at 7:30 p.m. in the 9th floor lounge at 1330 Burrard.

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Office telephone and fax number: 604-681-3472

After working hours emergency number: 604-345-4946

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Wednesday, January 14th, 2009 at 7:30 p.m. in the 9th floor lounge
1330 Burrard St., Vancouver

PRESENT: Peter Subrt
Tim Morris
Ann MacAvin
Richard Blanchard

REGRETS: Simon Abou-Antoun
Irina Nazarevitch
Nicky Calvert

MANAGER: Zeljko Bozic

CALL TO ORDER: 7:45

FINANCIAL REPORT

1) **Financial Statement:** The financial statements ending December 31st were reviewed and accepted. It was noted that at years end the opening balance in the operating account was \$82,951, and that the balance in the Special Levies account was \$193,954. A strong push will be made this month to collect from those owners behind in their payments to the Special Levy.

Contingency Fund: \$117,718.39
Current Assets: \$ 82,951.36

BUSINESS ARISING

Brick Wall Replacement

Council was informed that the contractors will be on site January 22nd with the engineers to inspect that area of the wall to be re-constructed, and that the contractors will present their quotes to the Property Manager and Council on February 12th. Four or five bids are expected to be tendered.

Elevator Door Operators

The Property Manager informed Council that work on elevator doors would be delayed for about two months due to a mistake made by Schindler Elevators. The work order had been faxed to them on October 24th by the Property Manager, but their account representative failed to put in the order for the necessary replacement parts needed to

do the work. The mistake wasn't noticed until shortly after Christmas when the repair work was supposed to begin. Strata will ask for a discount from the company as partial compensation for the delay.

BYLAWS

Units on the 3rd and 6th floor have been warned about noise violations, and will be fined if they occur again.

AGM

A first draft of the 2009 Operating Budget was reviewed by the Council. Copies of it were given to the Council to look over during the next few weeks. Any further questions regarding it will be addressed at the next council meeting, and the details finalized at that time.

The agenda for the next AGM was also discussed, especially issues concerning the brick wall reconstruction. Details of the agenda will be reviewed again, and finalized at the next council meeting.

The AGM has been scheduled for March 26th, 2009.

ADJOURNMENT

The meeting was adjourned at 9:20 p.m.

The next Council meeting will be held on Thursday, February 12th at 6:30 p.m. in the 9th floor lounge at 1330 Burrard.

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MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Wednesday, December 3rd, 2008 at 7:30 p.m. in the 9th floor lounge,
1330 Burrard St., Vancouver

PRESENT: Ann MacAvin
Tim Morris
Richard Blanchard

REGRETS: Nicky Calvert
Irina Nazarevitch
Simon Abou-Antoun
Peter Subrt

MANAGER: Zeljko Bozic

CALL TO ORDER: 7:35 p.m.

FINANCIAL REPORT

1) **Financial Statement:** The financial statements ending November were reviewed and accepted. It was noted that the balance in the Special Levy account was \$190,244.67, and the balance in the Operating Account for November 28th was \$113,058.85.

Contingency Fund: \$117,668.61
Current Assets: \$494,418.07

BUSINESS ARISING

Brick Wall Replacement

The Property Manager reported that the design work on the brick wall was progressing on schedule. VVV Engineering has visited the site a number of times this month inspecting windows and various areas of the wall. To date they have been paid, in accordance with the terms of the contract, roughly \$5,000 for services rendered.

Resealant & Repair Work

The Property Manager informed Council that roughly 40 units had requested sealing and repair work for outside doors and windows. Most of the work has now been finished at a total cost of roughly \$5,000. Strata is waiting now for the glass company to replace broken and cracked glass panels in a number of windows.

Elevator Upgrade

Council was informed that the elevator company is waiting for various parts that have been ordered, before they can begin work installing the new door operators. It is expected that this work will begin immediately after the New Year and will take roughly a month to complete.

Caretaker

Council was informed that the caretaker who began work here earlier this spring has resigned. A person to do the cleaning work will be hired as soon as possible. All other responsibilities will be handled by the Property Manager for the rest of December, and Council will review the situation early next year.

UPS

Council was informed that UPS had requested permission to do various installation works inside the commercial unit at 1350 Burrard. The request was approved.

Easement

The easement meeting of November 12th was reviewed. It was noted that work needed to repair water leakage in the courtyard and parkade entrance has been booked for completion in the spring or summer of 2009, that the courtyard benches have been painted, that the easement committee has approved a plan to repair the plugged drain between Tower 1 and Tower 2, and that a power washer would be purchased for courtyard and easement cleaning.

BYLAWS / CORRESPONDENCE

Warnings were given to two units regarding bylaw violations. Owners and residents are advised, if possible, to report such things as noise disturbances to Security when they occur. The report Security makes to Strata regarding these disturbances, etc, make it much easier for Council and the Property Manager to reach a fair decision regarding fines.

Units on the 3rd and 6th floor were fined \$50 and \$100 dollars for not providing K-forms or paying moving fees.

Council reviewed a letter written by a tenant to the owner of his unit regarding payment fees for lockers and parking. It was noted that these payments can be made either directly to the Strata or to the owner, depending on the conditions of the agreement between the tenant and the owner. Owners should be aware that if their tenant is paying these fees directly to Strata, that the Strata must be notified when their tenant is planning to move out, which a bylaw requirement is. This enables the Strata to ask for payment of any money due for parking or locker rental before the tenant has left. If Strata is not notified by the owner that their tenant is moving, then the owner is liable for any money owed to the Strata by the tenant for those fees.

ADJOURNMENT

The meeting was adjourned at 9:20 p.m.

The next Council Meeting will be held on Wednesday, January 14th in the 9th floor lounge at 1330 Burrard.

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MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Wednesday, October 22nd, 2008 at 7:30 p.m. in the 9th floor lounge,
1330 Burrard St., Vancouver

PRESENT: Tim Morris
Nicky Calvert
Irina Nazarevitch
Ann MacAvin
Simon Abou-Antoun
Richard Blanchard

REGRETS: Peter Subrt

MANAGER: Zeljko Bozic

CALL TO ORDER: 7:40 p.m.

FINANCIAL REPORT

1) **Financial Statement:** The financial statements ending September 30th were reviewed and accepted.

Contingency Fund: \$117,461.70
Current Assets: \$480,949.20

2) A certificate of lien was issued against an owner on the 8th floor who has been seriously behind in payments of strata fees and special levies. The document was signed by two council members as required, and will be filed at Land Registry at the end of the week.

BUSINESS ARISING

Brick Wall Replacement

The Property Manager reported that the design work on the wall was progressing on schedule. Bids for the work will be obtained early next year.

Resealant Work

Council was informed that an engineer from VVV came to inspect a number of suites concerning problems with drafts and water leakage. It was his opinion that most of the problems with drafts are caused by sealant problems in the sliding doors. Over the years, due to age and abuse, seals have broken and gaps in the framing have occurred. With regard to water leakage it was the opinion of the engineer that the sealant around the bay windows was in reasonably good shape and that replacing it in the whole building would make no difference at all, with regard to drafts and leaks, in the majority of the units. It was suggested instead that request forms be issued to each unit. Any unit having problems with leakage, drafts, broken glass, or hardware would fill out the form and submit it to the office. Each request for maintenance would be looked into and, where possible, the repair work done. It was agreed by Council that spending over \$30,000 on sealing around bay windows would no make sense if that work didn't really make a difference, and that fixing problems in units on an individual basis would be a better course of action. Over the next few months the strata will have a better idea of

exactly where most of the problems are occurring, which will be noted and discussed at the next AGM.

Elevator Doors

Council reviewed a quote from Schindler Elevators to install a new door operator in each elevator at a total cost of \$27,500 plus taxes. Due to the age of the elevator, getting all the necessary parts to do repair work was almost impossible, and the Strata was advised that this option was impractical. The funds for replacing door operators had been approved at the AGM; and, problems with the elevators occurring so frequently over the last number of months, Council approved proceeding with the replacement work.

Water Damage

An agent for a unit on the 5th floor attended the meeting to discuss fines and repair costs for water damage caused to two strata lots, and common property, by a clothes washer in that unit. The situation was discussed and an amount agreed upon that the owners on the 5th floor would be responsible for. It was also agreed that repairs to the plumbing and ventilation shaft in that unit would have to be completed and paid for by the owner, and that this work would be inspected by the Property Manager when it was finished.

UPS

An application by UPS to install signage at a commercial unit was reviewed by Council. After discussion, Council agreed to them placing a sign just above the front of the bay window, but not on the sloping section of the awning above. Council also agreed to allow them to install a small sign on the brick wall above and next to the window. Any alteration of common property must be approved by Council, and how these alterations affect the appearance will be closely noted, and will affect how Council regards future applications of this nature.

Awnings & Drains

It was agreed that the glass awnings and gutters would be cleaned twice a year at the same time, and that the canvas awning at the building entrance would be cleaned four times a year.

BYLAWS

An owner on the 7th floor will be fined \$50 for using electrical outlets in the common area.

ADJOURNMENT

The meeting was adjourned at 9:35 p.m.

The next Council meeting will be held on Wednesday, December 3rd in the 9th floor lounge at 1330 Burrard Street.

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After working hours emergency number:

604-345-4946

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Wednesday, September 10th, 2008 at 7:30 p.m. in the 9th floor lounge,
1330 Burrard St., Vancouver
PRESENT: Richard Blanchard
Nicky Calvert
Ann MacAvin
Simon Abou-Antoun
Peter Subrt
REGRETS: Tim Morris
Irina Nazarevitch
MANAGER: Zeljko Bozic

CALL TO ORDER: 7:45 p.m.

FINANCIAL REPORT

1) **Financial Statement:** The financial statements ending August 31st were reviewed and accepted. It was noted that the balance in the Special Levies account was \$134,219.04, and the balance in the Operating Account for the end of August was \$73,003.34.

Contingency Fund: \$117,315.16
Current Assets: \$475,589.76

2) **Accounts Receivable:** Council approved a lien being placed against a unit on the 8th floor. The owner in question had been warned on two occasions that this could happen if his fees weren't paid in full.

BUSINESS ARISING

Brick Wall Replacement

Council was informed that VVV Engineering would be starting design work on the southern wall later this month, and that all the drawings would be completed, and permits applied for, later this fall. Quotes will then be obtained in late December or early January for the construction of the new wall. Within 60 days of obtaining a quote, either a Special General Meeting or an AGM will be called to enable owners to vote on the proposals.

Resealant Work

The Property Manager informed Council that while making inquiries concerning quotes for resealant work on the exterior bay windows, it had been called into question whether this work was really needed on the majority of the windows, and that if the work was done whether it would make a noticeable difference in most of the suites. It was decided that VVV Engineering would make a closer inspection of the caulking around the windows and be asked to give their opinion on the matter. Their advice would be

considered at the next meeting, and a decision made then whether to delay or proceed with this project.

Water Damage

Council was informed that a substantial amount of water damage was caused to common property, as well as units on the second and third floors, by a broken drain pipe coming from a clothes washer on the fifth floor. The Bylaws state that installation of clothes washers or dryers is not permitted, and is subject to a \$500 fine and repair costs. Council agreed that a contractor would be hired and paid to do all the necessary repairs, and that when the work was finished the Strata would recover all the costs from the owner of the 5th floor unit. It was also agreed that a plumber should be hired to see exactly how the plumbing was altered and what it would cost to restore it to its original condition.

Easement Report

Council was informed that at the Easement Meeting earlier that day, which was attended by the President, Vice-President, and Property Manager, that it had been agreed by the three Stratas that \$62,000 would be spent in 2009 to fix various leaks in the courtyard, which was causing water damage in the garage below. It was noted that our cost for the work, roughly \$20,000, will be included in next years operating budget. It was also decided that new quotes would be obtained for painting and repairing the courtyard benches, and that this work would be finished in September or October.

BYLAWS

It was agreed by Council that the unit on the 5th floor would be fined \$500 for violation of Bylaw 47.23, and that a unit on the third floor would be fined \$100 for violation of the bylaw concerning K-forms and moving fees. The owner of the 3rd floor unit had been previously warned about these violations. Council also agreed that the Property Manager give warnings to a number of units regarding violations of bylaws. Because these were not of a more serious nature, and were first time violations, it was agreed that they be given a warning. If the violations are repeated the Property Manager has been given the authority to immediately issue a fine.

ADJOURMENT

The meeting was adjourned at 9:15 p.m.

The next Council meeting will be held on Wednesday, October 15th in the 9th floor lounge at 1330 Burrard Street.

To receive minutes by e-mail please log in to the website:

<http://AnchorPoint.myBuildingOnline.com> (New user login code: JKOR01, Remember your user id and password)

or sent your suite number and e-mail to:

anchorpoint1@novuscom.net

Office telephone and fax number:

604-681-3472

After working hours emergency number:

604-345-4946

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Monday, June 23rd, 2008 at 7:30 p.m. in the 9th floor lounge,
1330 Burrard St., Vancouver

PRESENT: Richard Blanchard
Nicky Calvert
Ann MacAvin
Tim Morris
Peter Subrt

REGRETS: Simon Abou-Antoun
Irina Nazarevitch

MANAGER: Zeljko Bozic

CALL TO ORDER: 7:45 p.m.

FINANACIAL REPORT

1) Financial Statement: The financial statements ending May 31st were reviewed and accepted. It was noted that the balance in the Special Levies account was \$59,437.42.

Contingency Fund: \$116,867.66
Current Assets: \$466,814.70

BUSINESS ARISING

Brick Wall Replacement

An owner from the second floor attended the meeting with some suggestions he'd been given on how the strata could save money on the wall construction. He'd received this advice from someone involved in that line of work, who recommended that a smaller contractor could do much of the preparation work, such as demolition, as this work was fairly easy to set up and didn't require a lot of technical skill. Because the larger contractors have so many large projects available to work on, they hardly want to be bothered with the smaller ones. The quotes on these smaller projects therefore, tend to be inflated; and, even if these inflated bids are accepted, the smaller projects are given a lower priority. He also advised that the old bricks could possibly be resold, as apparently there is a market for that type of material. Council thanked the owner for this input, and agreed that the project should be broken down into phases (demolition, purchase of the bricks, construction of the wall) and that each of the phases would be bid on separately. Council was informed that VVV Engineering were expected to begin their design work early next month.

Building Insurance

The Property Manager informed Council that the building was now insured with BFL Canada, the new policy going into effect on June 1st, 2008. The new insurance premium is \$28,676, which is a substantial saving from the previous policy. The premium is based on an appraised property value of \$25,000,000.

Internet & E-mail

Council was informed that Urban Utilities have completed their installations and are now available to units of Tower 1 as an internet provider. Also, that email service is now being provided to the office free of charge by Novus Communications. The new email address for Anchor Point 1 is listed below.

BYLAWS

Owners of units on the second and fifth floor will each be fined \$100 for not providing K-forms or paying moving fees for changes of tenancy in those units.

CORRESPONDENCE

A letter was read from a resident outlining a list of complaints against a tenant on the 9th floor, as well as a letter responding to those accusations. After a fairly lengthy discussion, Council agreed that the tenant who the complaints were made against be warned; and that they be informed that fines would be promptly issued if any further problems occurred.

ADJOURNMENT

The meeting was adjourned at 9:30 p.m.

The next Council Meeting will be held on Wednesday, August 4th in the 9th floor lounge at 1330 Burrard Street.

To receive minutes by e-mail please log in to the website:

<http://AnchorPoint.myBuildingOnline.com> (New user login code: JKOR01, Remember your user id and password)

or sent your suite number and e-mail to:

anchorpoint1@novuscom.net

Office telephone and fax number:

604-681-3472

After working hours emergency pager:

604-443-0435

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Wednesday, May 28th, 2008 at 7:30 p.m. in the 9th floor lounge,
1330 Burrard St., Vancouver

PRESENT: Richard Blanchard
Nicky Calvert
Irina Nazarevitch
Peter Subrt

REGRETS: Simon Abou-Antoun
Ann MacAvin
Tim Morris

MANAGER: Zeljko Bozic
Ruben Calapre

CALL TO ORDER: 7:40 p.m.

FINANCIAL REPORT

1) Financial Statement: The financial statements ending April 30th were reviewed and accepted.

Contingency Fund: \$116,717.51
Current Assets: \$215,998.06

BUSINESS ARISING

Brick Wall Replacement

A quote from VVV Engineering to provide the engineering services for the brick wall replacement was reviewed by council. After discussion it was agreed that their quote to do this work would be accepted. It was felt that having prepared last years Building Envelope Assessment for Tower I, and having done the envelope assessment and engineering work for the brick wall replacement of Tower II, they were in the best position to understand the technicalities of the work involved, and would be a reliable choice. The quote accepted was for \$19,000 to provide written specifications plus drawings, \$3,500 to obtain a building permit from the City, \$1,500 to obtain at least three quotes for construction, and a fee of 9% of the building cost to provide field services and contract administration during the construction of the wall. These prices are subject to GST and Disbursements. The whole process is expected to take between 2 and 3 months, after which quotes can be obtained to do the construction work.

Building Insurance

The Property Manager presented two quotes to Council to consider, one from BFL Canada and the other from Co-operators General Insurance. Both of these quotes were very similar and provided the same basic coverage, but on better terms than the previous policy. It was agreed that BFL Canada should be given a chance to improve their offer, and that otherwise the quote from Co-operators would be accepted.

Laundry

Council reviewed and accepted a 5 year contract extension with Phelps to provide washers and dryers for the laundry room. It was agreed that an extra front-end loading washer would be installed, plus an extra dryer.

BYLAWS

It was agreed by Council that tenants on the 8th, 5th and 3rd floors would be fined \$200 each for noise bylaw violations. Council felt that the maximum fine was justifiable in that these units had been previously warned, and that security and police were involved.

CORRESPONDENCE

A letter was read from an owner on the 8th floor disputing charges made against their unit regarding electrical repairs and the replacement of a fob. After a review, it was agreed that the electrical problems were a result of misuse of the outlet, for which owners are responsible; and that the deposit required for the replacement of a fob was justifiable and in accordance with the bylaws.

ADJOURNMENT

The meeting was adjourned at 9:10 p.m.

The next Council meeting will be held on Monday, June 23rd in the 9th floor lounge at 1330 Burrard Street.

To receive minutes by e-mail please log in to the website:

<http://AnchorPoint.myBuildingOnline.com> (New user login code: JKOR01, Remember your user id and password for next time),

or sent your suite number and e-mail to:

anchorpoint1@novuscom.net

Office telephone and fax number:

604-681-3472

After working hours emergency pager:

604-443-0435

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Tuesday, April 23, 2008 at 7:30 p.m. in the 9th floor lounge,
1330 Burrard St., Vancouver

PRESENT: Ann MacAvin
Richard Blanchard
Tim Morris
Nicky Calvert
Irina Nazarevitch
Peter Subrt

REGRETS: Simon Abou-Antoun

MANAGER: Zeljko Bozic
Ruben Calapre

CALL TO ORDER: 7:45 p.m.

ELECTION OF OFFICERS

It was agreed that for the year 2008 the positions of President, Vice-President, and Secretary-Treasurer would be occupied as follows:

President:	Richard Blanchard
Vice-President:	Ann MacAvin
Secretary-Treasurer:	Irina Nazarevitch

FINANCIAL REPORT

1) Financial Statement: The financial statements ending March 31st, 2008 were reviewed and accepted.

Contingency Fund:	\$116,537.54
Current Assets:	\$205,664.46

BUSINESS ARISING

Brick Wall Replacement

It was agreed that the first priority would be to hire an engineering firm for the purpose of designing the new wall and providing the necessary drawings, permits, etc. Quotes for this work will be considered at the next Council meeting.

Easement Meeting

The April 2nd Easement meeting was reviewed. At that meeting quotes were accepted to power sweep and wash the floors of the parkade, as well as repaint the lines and numbers of the various parking stalls.

Painting Concrete Columns

Council discussed a proposal to paint 96 columns in the parking garage white, at a cost of approximately \$600 to each Strata. It was decided that painting the columns would make them more easily visible to drivers, and Council agreed that this work should be done.

BYLAWS

A tenant on the 5th floor will be fined for excessively loud music during a party the previous month.

CORRESPONDENCE

The Property Manager continues to receive inquiries regarding the installation of lights and signage above the doors of some commercial units. As stated in the Minutes of the Council Meeting for January 2008, any request for installation of lights or signs on common property should be made in writing to the Property Manager, and include a detailed description of its appearance, dimensions, etc. Any such application will be reviewed by the Council.

Council reviewed a letter from an owner suggesting the Strata consider installing exercise equipment in the 9th floor lounge. It was generally felt that this was not what the lounge needed at this time, and that the money spent could be better applied to other upgrades.

Council also reviewed a letter from owners on the ground floor facing the courtyard asking the Strata to clean bird droppings off their window and patio. All inaccessible windows are cleaned twice a year by the Strata, and it was unanimously agreed that any cleaning other than at these times is solely the responsibility of the owner/tenant.

ADJOURNMENT

The meeting was adjourned at 9:00 p.m.

The next Council Meeting will be held on Wednesday, May 28th in the 9th floor lounge at 1330 Burrard Street.

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Tuesday, March 18, 2008 at 7:30 p.m. in the 9th floor lounge,
1330 Burrard St., Vancouver

PRESENT: Ann MacAvin
James Walls
Victoria Calas
Richard Blanchard
Simon Abou-Antoun

REGRETS: Tim Morris

MANAGER: Zeljko Bozic

CALL TO ORDER: 7:30 p.m.

FINANCIAL REPORT

- 1) Financial Statement: The financial statements ending February 29th were reviewed and accepted.
- 2) Funds: Contingency Fund: \$116,313.52
 Current Assets: \$211,628.44

BUSINESS ARISING

Caretaker

Council was informed that the new resident caretaker, Mr. Ruben Calapre, will be starting work on April 1st. Besides duties as caretaker and relief manager, he will be working with the Property Manager over the next few months, learning various office and management functions.

Liens

Council authorized the Property Manager to place liens against two owners with large balances outstanding.

EASEMENT

The easement meeting earlier in the month, which was attended by the President, Vice-President, and Property Manager, was reviewed. At the meeting it was agreed to:

- a) sweep and power wash the parkade
- b) paint new lines for the parking stalls
- c) grant a wage increase for the easement supervisor
- d) obtain a quote to repair certain leaks in the basement hallways
- e) obtain a quote to install a security fence between the passage that connects the sidewalk on Burrard with the inner courtyard

It was also agreed that it was necessary to find a new Security company, as the present one was not supplying the services expected of them.

Strata was also given invoices for easement management fees that dated back over a year. It was agreed that these invoices should, in the future, be sent out every month.

BYLAWS

Council agreed that four owners will be fined \$200 for not supplying K-forms (bylaw 45.2) or paying the move-in fees (bylaw 43.2) after changes of residency in their units. The Property Manager explained that these particular owners have repeatedly been warned about this.

ADJOURNMENT

The meeting was adjourned at 9:15 p.m.

The next Council meeting will be held on Wednesday, April 23rd at 7:30 p.m.

MINUTES OF ANNUAL GENERAL MEETING

ANCHOR POINT 1 – STRATA PLAN VR1182

HELD: Tuesday, March 18, 2008 at 7:30 p.m. in the 9th floor lounge,

DATE: Tuesday, March 25th, 2008

TIME: 7:00 p.m. (Registration at 6:30 p.m.)

LOCATION: 9th Floor Lounge, 1330 Burrard Street, Vancouver, B.C.

At 7:05 it was determined that 56 owners (42 in person, 14 by proxy) were in attendance. The quorum being reached, the proxies were certified and voting cards were handed out.

CALL TO ORDER: 7:15 p.m.

PRESIDENT'S REPORT

The President's Report, which was included with the Notice of AGM mailed to the owners, was reviewed.

Finances

- The balance of the Contingency Fund at the end of the year was over \$115,000.
- The balance in the Operating Account at the end of the year was over \$ 94,000.

Projects & Maintenance

- In August, VVV Engineering Ltd. conducted an assessment of the building envelope, from which the Building Condition Envelope Assessment was prepared and delivered in October.
- Ceramic tiles were installed in the basement hallways and the lobby area.
- Carpets, outside windows and awnings were cleaned twice, with Council deciding that this maintenance schedule would be continued in 2008.
- The upgrade of various electrical units in the building, which was begun in 2006, was continued.

Easement

- Due to a dispute between Tower 2 and Tower 3 only one Easement meeting was held in 2007. The President reported that a meeting was held this April, and that regularly scheduled meetings will continue this year.

Other

- Strata settled a claim out of court against a former property manager.
- Strata opened a website giving access to owners of scheduled council meetings, the minutes of those meetings, financial statements, etc., including documents such as the Strata Property Act and the recent engineering report.

Management

- Zeljko Bozic continued his position as Property Manager, as well as resident and relief manager during part of the year, and continues to do a superb job.

INSURANCE REPORT

The Property Manager reported that the complex is again insured by Co-operators General Insurance Co., the total premium being \$34,446.00. A copy of the contract was included with the Notice of AGM.

MINUTES

The Minutes of the 2007 AGM were unanimously approved.

OPERATING BUDGET

The Operating Budget, which was included in the Notice of AGM, was approved. (4 opposed, 1 abstention)

SPECIAL RESOLUTIONS

- Resolution #2 Special Project (Elevator Door Upgrade)

It was moved, seconded, and **adopted** by the required majority. (4 opposed)
The money for this project, which will not be more than \$30,000, will be taken from any surplus in the operating account in 2008, if that surplus is available.

- Resolution #3 Increase in Strata Fees

It was moved, seconded, and **adopted** by the required majority. (1 opposed)
The increase in strata fees are due and payable beginning April 1st. Owners who have sent post-dated cheques for the year are asked to send cheques covering the increase in fees for the remainder of the year. Those owners paying by monthly automatic debits will be notified of the increase, and the amount of the monthly withdrawal will be adjusted accordingly.

- Resolution #1 Special Levy (Reconstruction of the brick wall on the south elevation)

There was a lengthy discussion about various aspects of this proposed project, including how much a liability risk the wall was in its present condition. A motion was eventually made, which was seconded, to have a vote to determine, amongst those present, whether replacement of the wall was necessary. The result of this vote was 35 in favour, 4 opposed, and 1 abstention. The discussion continued about aspects of the cost of the project, and over what period of time this levy should become due and payable. There seemed to be a general consensus among owners present that they would prefer smaller monthly payments spread out over a longer time than specified in the resolution. Therefore a motion was made, which was seconded, to amend Resolution #1 – Brick Wall Construction to read as follows:

Be it resolved as a $\frac{3}{4}$ vote of the Owners, Strata Plan VR 1182 that the Strata Corporation shall raise **\$266,666** by way of special levy for the purpose of beginning the process of reconstruction of the brick wall on the southern elevation of the building. When this process is nearing 1/3 completion, it will be at the discretion of the Council to call a Special General Meeting, or wait until the next AGM, to present another resolution to complete the construction.

*The special levy shall become due and payable immediately upon passing of the Resolution and any owner who sells, conveys or transfers his/her title, including a re-mortgage, shall pay the full amount outstanding. The special levy is not considered an "installment" levy as contemplated by section 108(3)(e) of the Strata Property Act. As a matter of financial convenience only, owners may pay his/her special levy in equal monthly installments over a period of **Six (6) months**, such payments to commence **May 01, 2008**. Any installment not made on the first of each month shall be assessed a fine of \$25.00. The Strata Corporation may further add interest charges at the rate of 18% per annum, compounded annually.*

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

It was moved, seconded, and **adopted** by the required majority. (4 opposed, 1 abstention)

A new schedule of payments for each unit is included with these Minutes.

OTHER BUSINESS

There was a discussion amongst the owners regarding the future possible installation of new double-glazed windows and patio doors. As this would be another very expensive project, there seemed to be general agreement that for now it would be better to have resealant maintenance work done on the windows. It had been assumed by Council that this would be a project voted on at the next AGM, but owners at the meeting made it clear that they would prefer this work was done before next winter. After further discussion a motion was made, and seconded, for a Resolution which would authorize Council to use **\$40,000** from the Contingency Fund (which is approximately \$250.00 per unit) to pay for resealant work around the exterior window frames and adjoining flashings, and that the amount withdrawn would be returned to Contingency by a Special

Levy vote at the next AGM. – This resolution was moved, seconded, and **adopted** by a vote of 41 in favour, 0 opposed, and 1 abstention.

ELECTION OF STRATA COUNCIL

As required by the bylaws, the Council members resigned from their positions. The following owners volunteered or accepted their nomination for Council:

Richard Blanchard	strata lot	#74
Ann MacAvin	strata lot	#53
Simon Abou-Antoun	strata lot	#108
Tim Morris	strata lot	#87
Nicky Calvert	strata lot	#135
Irena Nazarevitch	strata lot	#71
Peter Subrt	strata lot	#77

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:30 p.m. The next Council Meeting will be held on April 23rd, 2008 in the 9th floor lounge at 1330 Burrard Street.

Special Levy 2008

S. L. Unit #	U.E	Brick Wall		May 1st	June 1st	July 1st	Aug 1st	Sept 1st	Oct 1st
		Consturction	Construction						
1 1348	5972	\$	1,592.53	\$ 265.42	\$ 265.42	\$ 265.42	\$ 265.42	\$ 265.42	\$ 265.42
2 1348	8232	\$	2,195.20	\$ 365.87	\$ 365.87	\$ 365.87	\$ 365.87	\$ 365.87	\$ 365.87
3 1340	6666	\$	1,777.60	\$ 296.27	\$ 296.27	\$ 296.27	\$ 296.27	\$ 296.27	\$ 296.27
4 1342	6807	\$	1,815.20	\$ 302.53	\$ 302.53	\$ 302.53	\$ 302.53	\$ 302.53	\$ 302.53
5 1344	6807	\$	1,815.20	\$ 302.53	\$ 302.53	\$ 302.53	\$ 302.53	\$ 302.53	\$ 302.53
6 1346	6666	\$	1,777.60	\$ 296.27	\$ 296.27	\$ 296.27	\$ 296.27	\$ 296.27	\$ 296.27
7 1350	14533	\$	3,875.47	\$ 645.91	\$ 645.91	\$ 645.91	\$ 645.91	\$ 645.91	\$ 645.91
8 1352	5982	\$	1,595.20	\$ 265.87	\$ 265.87	\$ 265.87	\$ 265.87	\$ 265.87	\$ 265.87
9 1354a	5982	\$	1,595.20	\$ 265.87	\$ 265.87	\$ 265.87	\$ 265.87	\$ 265.87	\$ 265.87
10 1354b	6254	\$	1,667.73	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96
11 1306	6254	\$	1,667.73	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96
12 1330	6254	\$	1,667.73	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96
13 1310	6254	\$	1,667.73	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96
14 1312	6254	\$	1,667.73	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96	\$ 277.96
15 209	5442	\$	1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
16 210	5430	\$	1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
17 211	5430	\$	1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
18 212	5442	\$	1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
19 213	5442	\$	1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
20 214	6407	\$	1,708.53	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76
21 216	7055	\$	1,881.33	\$ 313.56	\$ 313.56	\$ 313.56	\$ 313.56	\$ 313.56	\$ 313.56
22 217	6195	\$	1,652.00	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33
23 218	5324	\$	1,419.73	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62
24 219	6160	\$	1,642.67	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78
25 220	7102	\$	1,893.87	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64
26 222	6337	\$	1,689.87	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64
27 223	5442	\$	1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
28 301	5442	\$	1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
29 302	5430	\$	1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
30 303	5430	\$	1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
31 304	5442	\$	1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
32 305	6325	\$	1,686.67	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11
33 306	6313	\$	1,683.47	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58
34 307	6313	\$	1,683.47	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58
35 308	6325	\$	1,686.67	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11
36 309	5442	\$	1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
37 310	5430	\$	1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
38 311	5430	\$	1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
39 312	5442	\$	1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
40 313	5442	\$	1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
41 314	6407	\$	1,708.53	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76
42 315	7161	\$	1,909.60	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27
43 316	7091	\$	1,890.93	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16

Special Levy 2008

Brick Wall

S. L.	Unit #	U.E	Consturction	May 1st	June1st	July 1st	Aug 1st	Sept 1st	Oct 1st
44	317	6195	\$ 1,652.00	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33
45	318	5324	\$ 1,419.73	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62
46	319	6160	\$ 1,642.67	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78
47	320	7102	\$ 1,893.87	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64
48	321	6243	\$ 1,664.80	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47
49	322	6337	\$ 1,689.87	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64
50	323	5477	\$ 1,460.53	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42
51	401	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
52	402	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
53	403	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
54	404	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
55	405	6325	\$ 1,686.67	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11
56	406	6313	\$ 1,683.47	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58
57	407	6313	\$ 1,683.47	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58
58	408	6325	\$ 1,686.67	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11
59	409	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
60	410	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
61	411	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
62	412	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
63	413	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
64	414	6407	\$ 1,708.53	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76
65	415	7161	\$ 1,909.60	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27
66	416	7091	\$ 1,890.93	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16
67	417	6195	\$ 1,652.00	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33
68	418	5324	\$ 1,419.73	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62
69	419	6160	\$ 1,642.67	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78
70	420	7102	\$ 1,893.87	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64
71	421	6243	\$ 1,664.80	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47
72	422	6337	\$ 1,689.87	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64
73	423	5477	\$ 1,460.53	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42
74	501	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
75	502	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
76	503	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
77	504	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
78	505	6325	\$ 1,686.67	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11
79	506	6313	\$ 1,683.47	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58
80	507	6313	\$ 1,683.47	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58
81	508	6325	\$ 1,686.67	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11
82	509	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
83	510	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
84	511	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
85	512	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
86	513	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87

Special Levy 2008

Brick Wall

S. L.	Unit #	U.E	Consturction	May 1st	June1st	July 1st	Aug 1st	Sept 1st	Oct 1st
87	514	6407	\$ 1,708.53	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76
88	515	7161	\$ 1,909.60	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27
89	516	7091	\$ 1,890.93	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16
90	517	6195	\$ 1,652.00	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33
91	518	5324	\$ 1,419.73	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62
92	519	6160	\$ 1,642.67	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78
93	520	7102	\$ 1,893.87	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64
94	521	6243	\$ 1,664.80	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47
95	522	6337	\$ 1,689.87	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64
96	523	5477	\$ 1,460.53	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42
97	601	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
98	602	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
99	603	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
100	604	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
101	605	6325	\$ 1,686.67	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11
102	606	6313	\$ 1,683.47	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58
103	607	6313	\$ 1,683.47	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58
104	608	6325	\$ 1,686.67	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11
105	609	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
106	610	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
107	611	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
108	612	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
109	613	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
110	614	6407	\$ 1,708.53	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76
111	615	7161	\$ 1,909.60	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27
112	616	7091	\$ 1,890.93	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16
113	617	6195	\$ 1,652.00	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33
114	618	5324	\$ 1,419.73	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62
115	619	6160	\$ 1,642.67	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78
116	620	7102	\$ 1,893.87	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64
117	621	6243	\$ 1,664.80	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47
118	622	6337	\$ 1,689.87	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64
119	623	5477	\$ 1,460.53	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42
120	701	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
121	702	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
122	703	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
123	704	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
124	705	6325	\$ 1,686.67	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11
125	706	6313	\$ 1,683.47	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58
126	707	6313	\$ 1,683.47	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58	\$ 280.58
127	708	6325	\$ 1,686.67	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11	\$ 281.11
128	709	5336	\$ 1,422.93	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16
129	710	5312	\$ 1,416.53	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09

Special Levy 2008

S. L. Unit#	U.E	Brick Wall Construction	May 1st	June1st	July 1st	Aug 1st	Sept1st	Oct 1st
130 711	5312	\$ 1,416.53	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09
131 712	5336	\$ 1,422.93	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16
132 713	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
133 714	6407	\$ 1,708.53	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76	\$ 284.76
134 715	7161	\$ 1,909.80	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27	\$ 318.27
135 716	7091	\$ 1,890.93	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16
136 717	6195	\$ 1,652.00	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33
137 718	5324	\$ 1,419.73	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62
138 719	6160	\$ 1,642.67	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78
139 720	7102	\$ 1,893.87	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64
140 721	6243	\$ 1,664.80	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47
141 722	6337	\$ 1,689.87	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64
142 723	5477	\$ 1,460.53	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42
143 801	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
144 802	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
145 803	5430	\$ 1,448.00	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33	\$ 241.33
146 804	5442	\$ 1,451.20	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87	\$ 241.87
147 805	6207	\$ 1,655.20	\$ 275.87	\$ 275.87	\$ 275.87	\$ 275.87	\$ 275.87	\$ 275.87
148 806	6184	\$ 1,649.07	\$ 274.84	\$ 274.84	\$ 274.84	\$ 274.84	\$ 274.84	\$ 274.84
149 807	6184	\$ 1,649.07	\$ 274.84	\$ 274.84	\$ 274.84	\$ 274.84	\$ 274.84	\$ 274.84
150 808	6207	\$ 1,655.20	\$ 275.87	\$ 275.87	\$ 275.87	\$ 275.87	\$ 275.87	\$ 275.87
151 809	7091	\$ 1,890.93	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16	\$ 315.16
152 810	6195	\$ 1,652.00	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33	\$ 275.33
153 811	5324	\$ 1,419.73	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62	\$ 236.62
154 812	6160	\$ 1,642.67	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78	\$ 273.78
155 813	7102	\$ 1,893.87	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64	\$ 315.64
156 814	6243	\$ 1,664.80	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47
157 815	6337	\$ 1,689.87	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64
158 816	5477	\$ 1,460.53	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42
159 901	5336	\$ 1,422.93	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16
160 902	5312	\$ 1,416.53	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09
161 903	5312	\$ 1,416.53	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09	\$ 236.09
162 904	5336	\$ 1,422.93	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16	\$ 237.16
163 905	6243	\$ 1,664.80	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47	\$ 277.47
164 906	6337	\$ 1,689.87	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64	\$ 281.64
165 907	5477	\$ 1,460.53	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42	\$ 243.42
1000000			\$ 44,444.44	\$ 44,444.44	\$ 44,444.44	\$ 44,444.44	\$ 44,444.44	\$ 44,444.44
\$ 266,666.67			\$ 44,444.44	\$ 44,444.44	\$ 44,444.44	\$ 44,444.44	\$ 44,444.44	\$ 44,444.44

Note: Special Levy is not considered an "installment" levy as contemplated by section 108(3) of the Strata Property Act.
 Because of financial convenience only, owners may pay their levy in six installments such payments to commence on May 1, 2008
 (columns May 1st - Oct 1st)

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Tuesday, February 12th, 2008 at 7:30 p.m. in the 9th floor lounge,
1330 Burrard St., Vancouver

PRESENT: Ann MacAvin
James Walls
Victoria Calas
Richard Blanchard

REGRETS: Tim Morris
Simon Abou-Antoun

MANAGER: Zeljko Bozic

CALL TO ORDER: 7:45

FINANCIAL REPORT

1) Financial Statement: The financial statements ending January 31st were reviewed and accepted. The balance in the operating account at the end of the month was

2) Funds	Contingency Fund:	\$116,054.36
	Current Assets:	\$234,151.44

BUSINESS ARISING

Electrical Room

The Property Manager reported that Fire-Pro Fire Protection had completed installation of the new fire panels, and that Houle Electric had completed their repair and replacement of various switches and fuses in the electrical room. The combined cost of these projects was about \$20,000.

Glass Panel Replacement

Council was informed that four broken panels on the canopy will need to be replaced, as well as a glass panel on one of the skylights in the stairwell.

Elevator

It was decided that rather than put carpet on the elevator floors, a more durable type of rubber flooring would be installed. This surface is commonly used in elevators, and will be a close match to the flooring in the lobby and the paneling on the elevator walls.

Gateways

The Property Manager informed Council of the growing problem of people, during the night, using the passageway between Burrard and the courtyard as a sort of shelter. Besides being a security threat, they very often leave a mess behind them which needs to be cleaned up almost on a daily basis. It was agreed that, as a first step, a quote be obtained for the installation of a fence and gateway. It was noted that because this area is technically part of the easement, the approval of the other two Stratas would be needed, and that this would be discussed at the next easement meeting.

AGM

Council reviewed and accepted the draft copy of the Notice of AGM. It was noted that the President's Report will be included as part of the Notice, giving owners a chance to read it over before the meeting, and giving them time to think about what questions they may want to ask regarding it.

BYLAWS

It was agreed by the Council that an owner on the 8th floor be fined \$100 for allowing a resident to repeatedly smoke in the stairwell. This owner had previously been warned about this by the Property Manager.

ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

The next Council Meeting will be held on Tuesday, March 18th at 7:30 pm in the 9th floor lounge at 1330 Burrard St.

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Wednesday, January 09, 2008 at 7:30 p.m. in the 9th floor lounge, 1330 Burrard St., Vancouver
PRESENT: James Walls
Tim Morris
Ann MacAvin
Richard Blanchard
Simon Abou-Antoun
REGRETS: Victoria Calas
MANAGER: Zeljko Bozic

CALL TO ORDER: 7:45 p.m.

FINANCIAL REPORT

1) Financial Statement: The financial statements ending December 31st were reviewed and accepted.

2) Funds	Contingency Fund:	\$115,502.74
	Current Assets:	\$229,912.24

3) Accounts Receivable: The Property Manager reviewed with Council those owners who were behind in their Strata Fees. It was agreed by Council to issue warnings to two units who were seriously in arrears; and that unless the amounts owing were paid that the Property Manager be given the authority to issue liens against their property.

BUSINESS ARISING

Electrical Room

After further reviewing estimates for the cost of upgrades to the electrical room, Council approved the hiring of electrical contractors to finish the work as soon as possible.

Garbage Room

A letter from the waste disposal company was shown to Council. It basically outlined new rules regarding what can and cannot be put into the containers as garbage. A list of these will be posted on the garbage room door and elsewhere. As the company has threatened not to empty containers if they see garbage that shouldn't be in them, residents are requested to take the time to read the list and sort things accordingly.

Various Work

Council was informed that someone had climbed onto the glass canopies from the northern end, and tried to gain access to one of apartments on the 3rd floor. It was agreed that a small barrier, preferably of glass, be installed across the low end of the canopy.

It was decided that the tiles in the elevator be replaced by carpet matching those in the hallways.

PROJECTS

It was noted that the installation of ceramic tiles in the basement is completed, and that the quality of the work is generally excellent. It was suggested that it would be a good idea to paint the white walls in the basement a warmer tone, similar to the upstairs hallways, to make a better match with the floors. It was agreed that a quote would be obtained and considered for the next meeting.

AGM

- 1) Council discussed and agreed on what projects should be proposed to owners at the AGM. It was also agreed that the issue of double-glazing and the enclosure of balconies would be discussed at the meeting. A detailed description of these proposed projects, including costs and rationale, will be included in the Notice of AGM.
- 2) Council reviewed and accepted the Proposed Budget for 2008.
- 3) Council agreed that a nominal increase in Strata Fees would be proposed, but decided not to propose an increase in Parking Fees.
- 4) A tentative date of Tuesday, March 25th was agreed on as the date for the AGM.

BYLAWS

There were no correspondence or bylaw violations to deal with.

CORRESPONDENCE

The Property Manager has received inquiries concerning installing lights above some commercial units. Any request for installation of lights, signs, etc on common property should be made in writing to the Property Manager, and will be reviewed by the Council.

ADJOURNMENT

The meeting was adjourned at 9:30 p.m.

The next Council Meeting will be held on Tuesday, February 12th in the 9th floor lounge at 1330 Burrard St.

Owners are reminded that the Property Manager must be notified of any change in residency of their suite, that moving arrangements be provided at least 48 hours before the moving date, and the proper K forms be signed and provided to the Manager within two weeks.

Failure to do this is a violation of the bylaws. Owners who do not comply will be subject to a fine and the fobs will be cancelled until K-form and payment are not provided.

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Wednesday, December 5th, 2007 at 7:30 p.m. in the 9th floor lounge
PRESENT: Simon Abou-Antoun
Richard Blanchard
James Walls
Victoria Calas
Tim Morris
REGRETS: Ann MacAvin
MANAGER: Zeljko Bozic

CALL TO ORDER: 7:45 p.m.

FINANCIAL REPORT

1) Financial Statement: The financial statements ending November 30th were reviewed and accepted. It was noted that the balance in the operating account ending the month was over \$100,000.

2) Funds:	Contingency Fund	\$115,502.74
	Current Assets	\$234,990.26

BUSINESS ARISING

Electrical Room Upgrades

Council reviewed two reports regarding the electrical room. The first was from Houle Electric which did a number of tests on switches, fuses and other components. They found that a number of switches and fuses were overheating, and as such posed a potential fire threat. A list was made of recommended repairs including a quote to have the work completed. It was agreed by Council that one more quote be obtained, and that the repairs then be finished as soon as possible.

The second report was from Fire-Pro regarding the fire alarm panel. It was pointed out in the report that certain components of the panel, and the system connected to it, weren't working properly, which compromised the whole fire alarm system including the bells on various floors. It was agreed by Council that the recommended repairs will be done immediately.

It should be pointed out that these problems are due to the age of the system, which is now approaching thirty years.

Various Work

The Property Manager reported on work and repairs which have recently been done. These included the installation of signs in front of each commercial unit, the installation of a new elevator power switch, installation of a flylight in the basement, and some extensive plumbing repairs needed in three units on the 2nd and 3rd floor due to a badly plugged drain. – The Property Manager also informed Council of being made aware of a

strong chemical smell in the hallway and some units on the second floor which are directly above certain commercial units. It was decided to seek the advice of the Health Dept. of the City to determine if this might pose any health risk to tenants in those suites.

PROJECTS

1) Ceramic Tiles

It was noted that the installation of ceramic tiles in the lobby and basement is about half way finished. It seems to be generally agreed that the appearance of the lobby area and basement has been improved, and that the quality of the work is first rate.

2) Engineering Report

Council reviewed and discussed the contents of a Draft Copy of the "Building Envelope Condition Assessment for 1330 Burrard St." compiled by VVV Engineering Ltd. Various opinions were offered about which of the recommended reconstruction, repairs and upgrades were most needed. This discussion will continue at the next Council meeting; and based on decisions made by Council at that meeting, detailed options for repairs, upgrades, etc, will be outlined in next year's Notice for AGM.

BYLAWS

Council was informed that an owner has brought into the building a dog which is not a Legacy Pet as defined in the Bylaws. As there was a clear message from the owners at the last AGM that no new pets be allowed into the building, Council advised the Property Manager that this owner be advised to remove the pet from the building.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:15 p.m.

The next Council Meeting will be held on January 9th, 2008 in the 9th floor lounge at 1330 Burrard St.

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Wednesday, October 24th, 2007 at 7:30 p.m. in the 9th floor lounge.
PRESENT: Simon Abou-Antoun
Richard Blanchard
Ann MacAvin
James Walls
Victoria Calas
Tim Morris
MANAGER: Zeljko Bozic

Before the meeting, Council had a discussion with an owner of a unit on the 6th floor about various aspects of the operation of the Strata, the Strata Council, and the Property Manager.

CALL TO ORDER: 8:00 p.m.

FINANCIAL REPORT

1) **Financial Statement:** The financial statements ending September 30th were reviewed and accepted. It was noted that the balance in the operating account ending the month was over \$96,000.

2) **Funds:** Contingency Fund: \$114,963.20
Current Assets: \$244,299.28

BUSINESS ARISING

Signage

The property manager informed Council that the commercial signs for the canopy were being made, and should be delivered and installed within 10 days.

Carpet Cleaning

Council was informed that the price of carpet cleaning and maintenance had gone up since the last meeting. Council approved paying the increased cost of a few hundred dollars. Carpet cleaning / maintenance will be done every three months.

Drainpipes

It was suggested that rather than install extra drainpipes, that an extra effort be made to keep the gutter and drains clear of leaves, etc, especially in the fall, and that this would probably be sufficient to keep the water off the canopy draining properly.

PROJECTS UPDATE

The Council approved a quote from Ecostyle Remodeling to install ceramic tiles on the upper level of the basement hallway. It was decided not to install tiles on the lower section as this area is pretty much out of sight and seldom used, and the original tiles there are still in good condition. Council also approved roughly two hundred new tiles being installed in the lobby as an upgrade. The installation of these tiles are a better match for the brick walls and the carpet, and should improve the appearance of the lobby.

Council was informed that the Engineer's Report should be ready early in November.

OTHER BUSINESS

Council began a discussion about what proposals should be considered putting before owners at the AGM next spring. A few ideas brought up concerned possible elevator upgrades, a policy on double-glazing windows, and whether or not strata fees should be increased next year. When the Engineer's Report is received, the discussion of these, and other proposals, will be continued at the next meeting.

CORRESPONDENCE / BYLAWS

There was no correspondence or bylaw violations this month.

ADJOURNMENT

The meeting was adjourned at 9:30 p.m.

The next Council meeting will be held on Wednesday, November 28th, 2007 at 7:30 p.m.

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Wednesday, September 19th, 2007 at 7:30 p.m. in the 9th floor lounge.
PRESENT: Simon Abou-Antoun
Richard Blanchard
Ann MacAvin
James Walls
Victoria Calas
REGRETS: Kevin-Akbar Jamali
Tim Morris
MANAGER: Zeljko Bozic

CALL TO ORDER: 7:30 p.m.

FINANCIAL REPORT

- 1) **Financial Statement:** The financial statements ending August 31st were reviewed and accepted.
- 2) **Funds:** Contingency Fund: \$114,699.00
Current Assets: \$234,272.53

BUSINESS ARISING

Caretaker

Council discussed the hiring of a new caretaker to replace Boban Stanojlovic. The Property Manager told Council of someone he thought would be very qualified to fill this position, but who wouldn't be available for three months. The proposed new caretaker has some experience in this type of work and would be resident in the building. After further discussion, Council felt it would be worthwhile waiting for him to become available. During that interval the Property Manager will assume the duties of Caretaker and Relief Manager.

Window & Carpet Cleaning

The windows and awnings will be cleaned sometime in October. It was agreed that as a rule this work should be done twice a year, in the Spring and then again in the Fall. Council also agreed on a maintenance schedule offered by a carpet cleaning company that would see the carpet completely cleaned twice a year, with auxiliary maintenance being done twice in the intervals between.

Drainpipes

Council agreed on a price to install six new drainpipes to improve drainage off the glass canopies.

Signage

The Property Manager informed Council that a company has been found to make new hanging signs for the commercial units, and that the work should be completed in the near future.

PROJECTS**Tiles in the basement & lobby**

Council agreed to obtain quotes for replacing the old tiles in the basement. It was also agreed to obtain a separate quote for the replacement of a certain number of tiles in the lobby.

Engineering Report

VVV Engineering was here in August doing tests (swing stage) on the building. These tests will be compiled into a report which should be ready sometime in November.

BYLAWS

- 1) It was noted that a commercial unit has painted the exterior window frames yellow and the door frame black. These are both common property; and it was unanimously agreed by Council that the owner and tenant of this unit be informed that this is a violation of the bylaws, and that both the window frame and door be restored to their original condition.
- 2) An owner on the 9th floor will be fined \$200 for a guest of theirs who deliberately set off the fire alarm.
- 3) It was noted that the bars on the outside of one of the commercial units have been moved inside. Council would like to thank the owner for his cooperation in this matter.

CORRESPONDENCE

A letter was read from an owner on the 8th floor with questions regarding the sealing of exterior windows. The owner was informed that this situation will be fully assessed after the engineering report is received in November.

ADJOURNMENT

The meeting was adjourned at 9:00 p.m.

The next Council meeting will be held on Wednesday, October 24th, 2007 at 7:30 p.m.

MINUTES OF COUNCIL MEETING STRATA PLAN VR 1182 – ANCHOR POINT I

HELD: Wednesday, July 25th, 2007 7:30 p.m. on the 9th floor lounge, 1330 Burrard St., Vancouver

PRESENT: Simon Abou-Antoun
Richard Blanchard
Tim Morris
Ann MacAvin
Tim Morris
Victoria Calas

REGRETS: Kevin-Akbar Jamali
James Walls

MANAGER: Zeljko Bozic

CALL TO ORDER: 7:45 p.m.

BUSINESS ARISING

Pigeons

Two owners, from the 7th floor and 8th floor, attended the meeting with issues regarding pigeons and the feeding of birds. The owner from the 7th floor had a complaint against a member of the Council who he saw feeding birds on more than one occasion. The member in question made the argument that they were not feeding pigeons but feeding crows, which they felt were not making a mess or causing any other problems for the building. The rest of the Council, as well as the two owners in attendance, all agreed that feeding any birds definitely caused problems and was a clear violation of the bylaws. Any future violation will be subject to the maximum fine.

An owner from the 8th floor addressed Council with problems he has had with pigeons making a mess on his balcony. The property manager, who has spoken with the pest control company about this problem, told Council and the owners that the single best way to keep the birds away was to keep the balconies clean. It was noted that this was the policy of other buildings which are having the same problem with pigeons as we are. The owner was also urged to remove anything on his balcony that might be attracting pigeons. If this doesn't solve the problem, Council agreed to have a light screen, which is invisible from the street, installed across his balcony.

Canopies

The Property Manager reported that the broken panels on the glass canopy have been replaced, that work on the canvas awning at the entrance was done to keep water from collecting on the top of it, and that work to repair problems with the glass canopy was completed. Council also agreed to obtain a quote to install some extra drainpipes to facilitate drainage off the canopy.

Signage

Council have agreed to replace the hanging signs in front of each commercial unit, most of which were damaged during last winters' storms. The supports which hold these signs in place will be made more rigid to ensure they will not come down again in any strong winds. Council will also consider allowing other signage in front of the commercial units. Any commercial unit wanting to install a sign on any part of the building which is

common property must apply to the Council in writing, detailing exactly what they want to do. Any such application will be reviewed. If approved by Council, they will receive written permission from the Property Manager to install it. Signage must not be installed without this approval.

Locker Room

Some clothing in a locker was damaged by water leakage. The resident asked the Strata to pay for dry cleaning these items. It was pointed out that in the Bylaws & Rules it is written: "The Strata Corp. shall not be responsible for any loss, damage, or theft of any of the resident's goods or chattels in any suite or stored in any storage or parking space provided by the Strata Corp."

PROJECTS UPDATE

It was reported that VVV Engineering underestimated the cost of a subcontractors services in their quote. The Property Manager obtained a couple of other quotes for this work, and Council agreed that the extra cost, roughly \$2,000, was acceptable. Work will begin on this project sometime in August.

FINANCIAL REPORT

- 1) **Financial Statement:** The financial statements ending June 30, 2007 were reviewed and accepted by council
- 2) **Funds:**

Contingency Fund	\$114,212.67
Current Assets	\$188,461.73
- 3) **Accounts Receivable:** The Property Manager reported on the situation with those owners in arrears with their Strata Fees/Special Levy payments. Considerable progress has been made in getting full payment of money owed, and Council was satisfied that enough progress had been made with those owners still behind, that no liens will be placed at this time. The situation will be re-evaluated at the next meeting. It was also reported that Tower 2 and Tower 3 still owe the Strata considerable amounts for Hydro Recovery. It was made clear to the Council that at the next Easement Meeting a specific date will be set for these payments to be made. If the payments aren't made the Council will have to decide what course of action to take.

BYLAWS

- 1) It was unanimously agreed that an owner on the 3rd floor be fined \$50 for a noise bylaw violation.
- 2) It was unanimously agreed that the owner of a commercial unit be fined \$200 for not removing the bars on the outside of his windows. As recorded in the minutes, at the May council meeting this owner had been asked to remove them, and had received a letter to this effect on May 22nd. At the June council meeting he again assured Council that they would be removed.

ADJOURNMENT

The meeting was adjourned at 9:15 p.m.

The next Council meeting will be held on Wednesday, September 12th, 2007 at 7:30 p.m.

*Please note that the Property Manager will be on vacation from August 8th until September 3rd. For business which is not an emergency please contact him at this email address and he will reply within two business days. (anchorpoint1@shawbiz.ca)
For emergencies call (604)681-3472.

VVV ENGINEERING LTD.
Unit 173 – 5489 Byrne Road, Burnaby
Tell: 604-454-9000 Fax: 604-454-9995

Our File No. PO-083-07-A

October 15, 2007

BUILDING ENVELOPE CONDITION ASSESSMENT

AT

**ANCHORE POINT I
1330 BURRARD STREET, VANCOUVER, BC
STRATA PLAN VR1182**

PREPARED BY:

**VVV ENGINEERING LTD.
OCTOBER 15, 2007**

PART I – INTRODUCTION

1.1 EXECUTIVE SUMMARY

1. In August/September 2007, VVV Engineering Ltd. conducted a Building Envelope Condition Assessment of the building located at 1330 Burrard Street, Vancouver, BC. During several visits to the building, a limited number of exploratory openings were completed for visual observations of the condition of the brick shelf angles and brick ties. The exploratory openings were completed on the north and south elevation of the building (two swing stage drops on north elevation and two on the south elevation). Visual observations were also recorded on all the exterior walls including, windows and doors, base of walls, junctions between vertical to horizontal surfaces (balconies), and other wall elements. Observations were also made on the condition of the roof and the interior of the building.
2. Generally, the building envelope appears to be in a fair condition relative to its age. Several areas need to be addressed in the near future to mitigate current problems and renew the envelope components that are aged and over their service life. The repairs and maintenance work proposed are listed under section 3.

1.2 TERMS OF REFERENCE

1. VVV Engineering Ltd. was retained by the owners of Strata Plan VR 1182 to conduct an assessment of the building envelope and produce a Building Envelope Condition Assessment Report.

1.3 DOCUMENTS REVIEWED

1. During the preparation of the Building Envelope Condition Assessment report, VVV Engineering Ltd. reviewed the available original Architectural drawings.

1.4 BUILDING DESCRIPTION

1. The building located at 1330 Burrard Street, Vancouver, BC consists of a nine storey concrete structure built with concrete walls and suspended slabs. The Building is approximately 30 years old (built approximately in 1977). The building is part of a larger complex of three similar buildings constructed in a u-shaped arrangement. The three buildings share a common parking structure located approximately under the complex courtyard.
2. All the exterior walls are either clad with brick veneer over concrete walls or are constructed as a full brick wall (structural brick). The existing windows and patio doors are aluminum frame, and are the original frames installed at the time of the building construction.

3. The low-sloped roofs of the complex are built as inverted roof systems. Two out of three roof areas are covered with concrete topping as a walking surface.

PART 2 – FIELD ASSESSMENT OF CURRENT CONDITIONS

2.1 INVESTIGATIVE METHODOLOGY AND TECHNIQUES

1. The review of this building was performed as follows:
 - Visually. Our condition review focused on specific areas and details that typically fail by allowing moisture ingress inside the wall assembly.
 - Testing. On sample locations (two swing stage drops on north and two on the south elevation) the brick cladding was opened to review the condition of the shelf angles and the brick ties.
2. The exterior exploratory openings were sealed by us re-using the removed bricks and reinstalling them.

2.2 ASSEMBLIES AND COMPONENTS

1. Walls:

1. The structure of the exterior walls is built using the following systems:
 - Structural Brick (natural finish)
 - Concrete block
 - Poured concrete

These structural walls are either left as a natural finish (the structural brick walls) or are clad with a half brick veneer (the concrete blocks and the poured concrete walls). The thickness of the half brick veneer is approximately 1 ¾" and was created by cutting in half a normal sized brick along its length.
2. The second and the third described wall assemblies have a cladding which acts as a rainscreen system. The brick veneer is the primary moisture barrier. The structure behind the veneer does not have provided any moisture barriers. However, since the structure is build as a massive wall type (concrete wall and poured concrete), missing the moisture barrier might not be critical in respect to water ingress into the livable space.
3. The exterior walls have no overhang protection. However, on the west elevation (along Burrard Street), canopies protect the commercial areas at the ground floor.
4. Improper detailing around penetrations such as: pipes (photo 1), light fixtures (see photos 2 and 3), scuppers (see photos 7, 8 and 11), parapet and vent box saddles (see photos 9 and 10),

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electrical boxes (see photo 4), vent hoods and louver vents (see photos 6, 19 and 34), safety anchors (see photo 20), and railing attachments (see photo 5), etc. were observed at various locations.

5. Cap flashing defects at the roof parapet such as: improperly sealed joints (see photos 12, 14, and 15), cap flashings with bird droppings (facilitate corrosion – see photo 13), aged and de-bonded sealant at the counter flashing gum pocket (base of the parapet – see photos 16, 17, and 18), flashings and railing posts that facilitate water run-offs (see photo 12), etc. were observed
6. Generally the brick veneer and the structural brick appeared to be in fair and acceptable shape for its age. However, cracks in the bricks (see photos 21, 22, and 25) and the mortar joints (see photos 23, 24, and 25) were observed at specific locations.
7. Water ingress through the brick veneer, concrete blocks and the structural brick is evident at various locations such as at the rooftop mechanical room (see photos 26 and 27) and at each stairwell (see photos 28, 29, 30, and 31). The water ingress behind the veneer or through the structural brick and concrete blocks is caused by cracked mortar joints (see photo 27), poor waterproofing at skylights (see photo 30), and possibly improper roof waterproofing, etc.
8. Other defects such as moss and algae growth (see photos 32 and 33), rust streaks (see photo 34), and water run-off signs on the brick faces (see photo 33) denote a poor water management (improper water deflecting capabilities of the cap flashings and improper detailing around penetrations, etc.)
9. The exposed brick shelf angles, such as the ones located at the window heads and balcony deck edges, have signs of corrosion (see photo 35).
10. Several exploratory openings on the north and the south elevations revealed that the brick veneer is constructed using only a half brick. The existing brick veneer appears to be improperly constructed. The exploratory openings revealed that there are insufficient shelf angles (not at every floor level) and that, some of the ones that are provided, are not sufficiently sized as to provide an effective support for the veneer (see photos 36, 37, and 42). The brick ties exposed were found in various stages of corrosion and some were bent or cut being insufficiently bedded into the mortar to be effective (see photos 43 and 44).
11. The reviewed brick shelf angles have no waterproofing protection, thus when water accumulates in the wall cavity on

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the bottom angles, it produces corrosion of these steel shelf angles (see photos 37, 38, 39, 40, and 41). This process is aggravated by lack of proper weep holes at the angle. On some locations, such as on the south elevation, the rust expanded, dislodging the mortar in the joint. This caused cracking of the brick veneer. The rust expansion observed, is severe enough, to produce a brick veneer bulging and cracking at this location. Due to the bulging state of the brick veneer at this location (buckling), the entire drop of the cladding at this location is deemed unsafe and in immediate danger of collapsing. This is due to the following facts:

- o The thin thickness of the veneer (half brick only);
- o Relatively high unsupported veneer (several floors between shelf angles);
- o Deficient nature/construction of the ties, which are not properly embedded into mortar;

.2 Windows and Doors:

1. The window frames and the patio/balcony sliding doors are constructed with aluminum frames and a single glass panel. The frames are non-thermally broken. The building is also equipped with skylights located above the stairwell shafts or at the top of the bay areas.
2. Some of the windows and all patio doors are located under overhang protection (balconies) or are recessed into the walls, thus are not being directly exposed to the weather. However, over half of the building windows (such as the one on the bay areas, or the ones located at the roof level) are exposed to the weather.
3. Several types of defects, damages and signs of aging were noted at the windows, skylights, and the patio doors and are listed as follows:
 - o Aged and failed sealant around the window frame and adjoining flashings (see photos 45, 46, 49, and 50) - both cohesion and adhesion failures;
 - o Guardrails attached directly to window frames (see photo 51);
 - o Damaged glass bead (elements that secure the glass unit to the frame (see photos 47, 48, and 52);
 - o Aged sealant between glass and window frame (see photo 53);
 - o Leaking skylights (see photo 54);
 - o Damaged wood sill at windows (see photo 55) - the damage could be caused by both condensation and leaky window frame;
 - o Water ingress signs around window frames (see photos 56 and 57);

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- Water ingress signs under skylight at stairwells (see photo 58);
 - Broken glass (see photo 59);
 - Plugged weep holes and sliding tracks, aged and damaged weather strips;
 - Damaged sealant between window frames and spandrel panels at the north and south elevation (see photo 61);
4. At 30 years of age, the windows and the patio doors have exceeded their expected service life (15 to 20 years).
5. The building has several secondary entrance doors and roof access doors. These doors are hollow metal doors with metal frames. The sealant around the door frames is aged and damaged. On some doors the paint is peeling off (see photo 60).

.3 Roofs:

1. The Anchor Point I building roofs are low-sloped inverted type roof. The uppermost roof is covered with gravel as ballast. The mid and the lower height roofs are covered with concrete topping as a walking surface. This fact would make any roof repairs or replacement much more expensive than those of similar buildings which do not have the concrete topping installed.
2. Generally, the roofs appear to be aged and over its expected service life.
3. A temporary patch to mitigate a water leak was observed on the uppermost roof (see photo 64).
4. The majority of the roof drains are plugged or partially blocked impeding proper water flow through the drains (see photo 65 and 66). Vegetation and moss growth is present at the roof level (see photo 67).
5. Counter flashing at the roof parapets have signs of aged (debonded and cracked) sealant at the upper gum pocket (see photos 16, 17, and 18). These defects may allow water ingress behind the roof waterproofing membrane at the vertical upturns.
6. Currently, there are no reported leaks through the roof membrane. At 30 years, the roof is over its expected service life of 20 to 25 years.

.4 Balconies:

1. The balconies are recessed and are somewhat protected by overhangs and side walls. The balconies have what appears to be a concrete topping, possible over the waterproofing

bottom shelf angles are corroded and the rust expansion created localized mortar and brick displacements.

Based on the above, we are in the opinion that the brick veneer on the south elevation should be replaced with a new veneer. The new brick should incorporate shelf angles at every floor and properly designed and installed brick ties. The new veneer should have proper waterproofing and water deflecting capabilities.

The other brick veneer areas and walls (such as north elevation and possibly at the entrance side walls) even if improperly constructed, do not show signs of brick and mortar failure at this time. Consequently, these areas should be further monitored. Ideally, to ensure seismic stability of the veneer, these areas should also receive a new cladding as soon as the strata budget allows such an upgrade.

3.2.2 Structural brick:

All the structural brick walls (various locations) were found in fair shape for their age and without any immediate structural concern at this time. However, the exterior walls experience moisture ingress at various locations. This is evident in locations where the inside of the walls is exposed such as at the stairwell shafts and the mechanical rooms. The water ingress varies from water vapour diffusing to the inside to actual water leaks. The water and the vapour ingress are probably caused by the brick and mortar cracks.

To mitigate the water and vapour ingress we recommend that the cracked mortar joints be tuck pointed and the brick exterior surfaces be treated with a sealer. In addition, wall penetrations such as windows, electrical outlets, etc should receive a new sealant to minimize the water ingress at these locations.

3.2.3 Windows, skylights and patio doors:

The windows, skylights and the patio doors are past their expected service life. Several defects and damages as well as leaks were observed at these building envelope elements.

As a minimum the windows, skylights and the patio doors should be subject of a general maintenance work. This work should include: weather strip replacement, sealant application at miter joints, sealant applications around the frames, weep holes cleaning, broken glass replacements, etc.

Ideally, the windows, skylights, and patio doors should be replaced with new ones that incorporate thermal breaks and insulated glazing units (two glass panels). The new elements should be installed in upgraded (waterproofed) rough openings.

The proposed brick veneer replacement at the north elevation should include the renewal of the windows at this locations.

3.2.4 Roofs:

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The low-sloped roofs are past their expected service life. Several defects such as plugged drains and aged sealants at skirt flashings were observed. Only one patched area was observed by us, and no other current leaks were pointed out to us by the owner's representative. Due to the concealed nature of the inverted roof membrane, we were not fully able to ascertain the actual condition of the membrane.

Based on the age of the roofs, the owners of Strata Plan VR1182 should build up the budget to replace the roof membrane with new membrane. As a minimum, maintenance work such as drain cleaning and sealant replacement should be undertaken to minimize the likelihood of roof leaks.

3.2.5 Balconies:

The balconies are in a similar condition as the roofs: the membrane is probably aged, however it is concealed. Consequently, it seems prudent that the budget for a balcony membrane replacement be built to allow balcony upgrades.

3.2.6 Miscellaneous:

Sealant should be replaced at various building envelope elements such as cap flashings, counter flashings, windows and door frames, around penetrations, etc.

The leaks at the basement corridor are probably caused by a defective waterproofing membrane at the foundation walls. The leaks located at the basement corridor may possibly be addressed with crack injections or other alternative methods. However, the owners of Strata Plan VR1182 must be aware that this type of repairs are not 100% effective and that the leaks might migrate to other neighboring cracks.

4. Opinion of Probable Costs of Repairs:

Note: The owners of the building should be aware that the values shown in the "Opinion of Probable Cost of Repair" are for information purposes only. A more precise cost of repair may only be obtained after the Bid Process.

1. **Brick veneer replacement South elevation:**
Importance: extremely high.
Comments: work must be done immediately due to safety concerns.
Estimated cost: approximately: \$600,000.00+ GST.
2. **Structural brick and other areas crack repairs + sealer application:**
Importance: part of a typical maintenance program.
Comments: work could be performed in conjunction with item 1.
Estimated cost: approximately: \$125,000.00+ GST.
3. **Windows, skylights, and patio doors:**
Option 1: maintenance work*
Importance: part of a typical maintenance program.
Comments: work could be performed in conjunction with item 1.

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Estimated cost: approximately: \$120.00/window/door/skylight+ GST.

** This option is strictly a maintenance work and has associated risks, as it will not provide a proper water ingress protection. This option should not be considered a full substitute of Option 2 – replacement. The Owners of Strata Plan VR1182 should be aware that eventually the replacement of the windows/skylight/patio doors will be inevitable; this option only helps in postponing the replacement until the budget will be built for the glazing elements renewal.*

Option 2: replacement

Importance: part of a typical renewal program.

Comments: work could be performed once the budget is built.

Estimated cost: approximately: \$1,800/window_skyllight+ GST and \$2,800/patio_door+ GST.

4. **Roof repairs:**

Importance: part of a typical renewal program.

Comments: work could be performed once the budget is built (no longer then 3 to 4 years with patch repairs as needed).

Estimated cost: approximately: \$420,000.00 to \$470,000.00 + GST.

5. **Balcony membrane repairs:**

Importance: part of a typical renewal program.

Comments: work could be performed once the budget is built (no longer then 3 to 4 years).

Estimated cost: approximately: \$3,000.00 to \$5,000.00/balcony + GST.

6. **Basement corridor repairs:**

Importance: mitigation repairs.

Comments: work could be performed as soon as the repair budget allows.

Estimated cost: approximately: \$10,000.00 + GST.

5. The estimated costs for the proposed repairs described above do not include the following fees:

- Contingency allowance are approximately 15% on top of the construction cost;
- Engineering Fees preparation of written specification plus drawings are estimated to approximately \$19,000.00 plus Disbursements and GST;
- Filed Services and Contract Administration are approximately 9% of the construction cost plus Disbursements and GST;
- Obtaining Building permit form the City of Vancouver is approximately \$3,500.00 plus Disbursements and GST. The fees do not include, permit fees or the cost of Code consultant or any other consultants (if required by the City);
- Obtain competitive prices from at least three contractors is approximately \$1,500.00 + GST;

Note: We would be pleased to assist the owners in providing engineering services for this project.

In addition, we would be pleased to meet with the owners or owners' representative and answer any technical questions the owners may have, or explain further the owners' options. As a

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**courtesy and respect for the owners and their work, we would
volunteer our time for this meeting.**

PART 4 – LIMITS OF LIABILITY

1. The Building Envelope Assessment undertaken by VVV Engineering Ltd., on behalf of Strata Plan VR1182, was based on selected visual observations and exploratory openings conducted on selected areas of the building. The project was visited on several occasions, with no attempt to review every element, or portion of the complex to ascertain the quality or sufficiency of any particular aspect of the building. As such, our opinion cannot be extended to elements and portions of the building, not reviewed, or situations reasonably beyond the control of VVV Engineering Ltd.
2. The intent of this assessment was to determine, in a general way, the overall quality and sufficiency of the building envelope assemblies and components, and to determine areas of empirically obvious deterioration or need for future repairs. Our comments are not a guarantee or warranty of any aspect of the condition of the building whatsoever. Any use, which a third party makes of this report, or any reliance on or decisions made based on it, are the responsibility of such third parties. VVV Engineering Ltd. accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

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REVISED

VERSION

NOV. 8, 2005

(61)

PARKING GARAGE CONDITION EVALUATION

1330 BURRARD STREET
1333 HORNBY STREET
950 DRAKE STREET
VANCOUVER, BC



PREPARED FOR:
THE OWNERS, STRATA VR 1182, 1183 AND 1184
C/O ASCENT REAL ESTATE MANAGEMENT CORPORATION
2176 WILLINGDON AVENUE
BURNABY, B.C. V5C 5Z9

205VR012A.R1
SEPTEMBER 30, 2005

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EXECUTIVE SUMMARY

Halsall Associates Limited undertook a survey of the underground parking garage at Anchor Point (1330 Burrard St., 1333 Hornby St. and 950 Drake St., Vancouver). The intent of the survey was to: (i) obtain selected information on the current physical condition of the garage; (ii) identify deficiencies that would affect the long term durability of the structure; and (iii) establish the basis for making repair recommendations and proposing management strategies.

Garage Roof Slab

There are several roof areas with evidence of leakage, particularly at joints between the precast panels (see Photo 1). Test pits show that the waterproofing membrane is brittle at several locations, and has exceeded its expected useful life. Leaks have not resulted in significant structural deterioration. Roof areas can be locally excavated and waterproofed or repairs completely deferred, but these approaches will not stop all of the current leakage and structural deterioration will continue at a gradual rate. A new membrane could be installed in a manner that will retain the reflecting pools, and consequently reduce construction costs. If the Strata is considering demolition of the reflecting pools not currently in operation, a continuous membrane at these areas will further reduce the risk of ongoing leakage.

Option A:	Defer Repairs	\$7,000 every 5 years
Option B:	Re-waterproof and retain south end reflecting pools	\$780,000
Option C:	Re-waterproof entire roof slabs	\$860,000

Options B allows for converting pools on the lower roof deck to planters. These costs include GST and an allowance for engineering design and management (please see Appendix A for a breakdown). All options include a small allowance for minor concrete repairs.

Intermediate Suspended Slabs

The intermediate suspended slabs show evidence of leakage, but are generally in good condition, despite not having a waterproofing membrane (see Photo 2). We expect that intermediate slabs will be exposed to far less ponding and ongoing deterioration if leakage at the roof membrane and at the exterior walls is addressed. If roof repairs are completed, a waterproofing membrane over the intermediate slabs may not be required. If ponding remains an aesthetic issue for residents, a drainage system could be installed throughout the garage.

The preferred drainage system is one that slopes to the drains. A sloped concrete topping protected by a traffic membrane could be installed provided it is confirmed the hollowcore panels can support the additional weight. If the panels cannot support a topping load, a system of trenches sawcut into the deck will improve drainage.

GARAGE CONDITION EVALUATION

There are some cracks in panels adjacent to ramps that are the result of restraint forces. These should be repaired within the next year.

Recommended options include:

Option A:	Structural repairs only	\$9,000
Option B:	Install membrane and sloped drainage system	\$680,000
Option C:	Install trench and drainage system	\$550,000

These costs include GST and an allowance for engineering design and management. A breakdown of the repair costs is included in Appendix A.

Slab on Grade

In general the slab on grade is in good condition. As with other interior driving surfaces, no slope has been provided, rather, a network of sawcut trenches have been provided (see Photo 3). The method of drainage appears to be performing adequately. We do not recommend any repairs to the slabs on grade.

Foundation Walls

A large portion of the leakage into the garage is coming through joints in the foundation walls (see Photo 4). Leakage has caused some corrosion of reinforcing within the wall, and will continue to deteriorate the structure unless these leaks are repaired (see Photo 5). The only practical repair for these leaks is crack injection from the garage interior.

Crack injection of foundation walls	\$36,000
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Miscellaneous Repairs

There are cracks in the above grade stairwell brick. These cracks may be contributing to leakage into the stairwells, creating a slip hazard for people using the stairs (see Photo 6). We recommend control joints be built into the walls to allow thermal movement and to keep water out of the stairwells.

Install control joints in the brick stairwell walls	\$6,000
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Water may also be entering the central stairwell at failed garage roof membrane upturns. As this water is a slip hazard, the Strata may choose to locally repair this membrane.

Locally repair the roof membrane around the central stairwell	\$4,000
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The lighting levels in the garage do not meet code requirements. Lighting should be upgraded to meet these standards.

Upgrade lighting	\$180,000
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1 INTRODUCTION

1.1 Authorization

As requested by Maria Ferreira of Ascent Real Estate Management Corporation, Halsall Associates Limited undertook a survey of the underground parking facility at 1330 Burrard St., 1333 Hornby St., 950 Drake St., Vancouver.

1.2 Objective

The intent of the survey was to obtain selected information on the current physical condition of the garage, identify any deficiencies that would affect the long term durability of the structure, and establish the basis for making recommendations for the treatment of such deficiencies.

1.3 General Description

The parking garage at Anchor Point has eight separate split-level underground levels with approximately 323 parking stalls. The garage is located underneath a courtyard that is surrounded by three residential buildings. The garage structure consists of pre-cast concrete beams, columns and hollowcore slabs. The foundation walls are cast in place concrete. The garage was constructed in 1977.

The garage roof slab is split into a lower level on the south end, and an upper level on the north side. Both areas are protected by a hot applied asphaltic membrane that appears to be installed during the original construction. The roof slab is covered by sod, concrete and brick pavement, planters, and a large tiered reflecting pool (see Photo 7).

The seven intermediate suspended slabs have a total area of approximately 7,900m². These slabs do not have waterproofing. Access between parking levels is provided by ramps located centrally in the garage. There are two cast in place concrete stairwells.

Vehicle access is provided through one entrance at the east end of the garage.

The lowest levels of floor are slab-on-grade construction.

1.4 Documentation

Architectural drawings by Waisman Architectural Group Architects and Urban Designers, dated 1977, were used to prepare drawings for this report. No previous reports regarding maintenance and repair of the parking garage were provided.

1.5 Site Survey Techniques

The survey was carried out by Brennan Vollering, P.Eng., and Barb Kemp, B.Tech., AScT, RRO of our office.

The measurement techniques used were:

- ▶ visual survey
- ▶ chain drag survey
- ▶ test excavations of the roof slab
- ▶ light metre testing

The primary procedures for these methods are described in Appendix C.

2 COMPONENT REVIEW

2.1 GARAGE ROOF SLAB

2.1.1 Physical Description

The garage roof is split into two different levels; the upper level is located at the north side of the garage, and the lower level on south side. The entire garage roof is built of hollowcore precast slabs and waterproofed with an asphaltic membrane.

The north side of the garage is predominantly covered with sod, flower beds, and brick paving. The total overburden on this end of the garage is generally about 300 mm, with some areas built up to over 1000 mm.

A small area of the north garage roof is covered with a reflecting pool and waterfall that feeds into a south end reflecting pool. The roofing membrane continues under the pool and is turned up onto the outside face of the pool walls. The pool was re-lined with an elastomeric paint last year.

The majority of the south side of the garage is covered with exposed aggregate and float finished concrete paving. There are also two large reflecting pools, planters, and a pump room servicing the pools over this area. The concrete paving is approximately 100 mm thick. The reflecting pool is capable of holding approximately 300 mm of water. As with the north garage, the pool is lined with an elastomeric paint. Only the pool area at the base of the waterfall was re-lined last year; the two remaining pools were not in service during our site visits. The asphaltic membrane over the hollowcore slab extends under the pool areas.



2.1.2 Structural Distress

No evidence of structural distress was noted.

2.1.3 Previous Repairs

Some cracks in the upper level roof slab have been treated with an injected urethane sealant (see Photo 8).

Trenches have been installed on the underside of the roof slab to control the flow of leaking water.

2.1.4 Existing Protection

Asphaltic Roof Membrane

The asphaltic membrane over the north end of the garage was reviewed at three locations. In all cases, the membrane was well bonded, but brittle. The asphaltic membrane was not reinforced and no protection board was provided.

The asphaltic membrane in the crawl space below the waterfall (i.e. over the south end of the garage) is flexible and of adequate thickness. In general, the membrane is well bonded to the concrete deck, with the exception of the entrance to the crawl space where foot traffic has worn the membrane off the slab. The crawl space was recently locked off to prevent future traffic.

The membrane underneath overburden has deteriorated because of age and prolonged exposure to moisture. As it becomes less flexible, it loses its ability to accommodate movements at joints and cracks, resulting in splits. The lack of a protection board and the differential deflections that typically occur between precast panels may also be contributing to deterioration of the roof membrane. The membrane in the crawl space is more flexible than other locations likely as a result of being protected from moisture.

Asphaltic membranes like those at Anchor Point have a typical life expectancy of approximately 25 years. The existing membrane is aged and has reached the end of its useful life.

Pool Lining

Where pools have not been re-lined (i.e. the majority of the south end pools), the elastomeric coating is peeling from the previous coatings (see Photo 9). There are areas below the pedestrian bridge on the south end of the garage where the pool lining has split, allowing water to access the concrete below. There are also cracks through the lining at south end pool wall upturns.

The elastomeric coating at re-lined pools (i.e. at the upper level and at the base of the water fall) is in good condition.

2.1.5 Drainage

There are approximately 38 drains located throughout the roof slab plus 3 large pool drains. The roof drains are well distributed throughout the paved/landscaped areas and were generally clear of debris at the time of our visit. The pavement is sloped towards the drains and appears to be directing surface water adequately. Ponding over the roof slab was not observed at the test pits.

2.1.6 Leakage

There are approximately 133m of cracks and joints with evidence of previous leakage and a further 229m where we observed active leakage through the roof slab. Most of the leakage/evidence of leakage is concentrated at the perimeter walls, below the pool areas, and at pipe penetrations. There are sheet metal troughs at various locations which we assume have been installed to contain active leaks. There are also injection ports in the roof slab where leak repairs were carried out (see Photo 10). Efflorescence was noted over 10% of the slab soffits. Locations of leakage are shown in Drawing P0.2 and P1.2.

Most of the leakage occurs at joints between hollowcore slabs. We understand from on site property management that much of this leakage occurs when the reflecting pools above are filled with water. For this reason, the majority of the pools are no longer in operation and there are plans to convert them into a planters complete with a new waterproofing lining. The pool area at the bottom of the waterfall is still in operation and there are no signs of active leakage into the crawl space between the garage roof slab and the pool.

On site property management has been monitoring an active leak below the pump house. They state that leakage occurs when the bottom of the exterior pump house walls are wet and believe that there is a deficiency in the membrane upturn onto the exterior face of the pumphouse.

The asphaltic roof membrane does not upturn beyond the concrete paving at this or at any other locations adjacent to concrete paving. The asphaltic membrane was upturned onto walls adjacent to soft landscaping.

On site property management also reported that water was entering into the parking garage under a door behind the waterfall. At this location, the door threshold is flush with the top of the concrete paving. There is evidence of water leakage through the garage floor slab just inside the door. Management stated that this leak was stopped by caulking the door threshold to the concrete pavement.



Water penetration through the roof slab indicates a deficiency in the roof slab waterproofing system and poor detailing at roof drains. The membrane has lost the elastic/crack bridging capabilities necessary to accommodate movement at cracks and joints and to control leakage.

On-going leakage can lead to corrosion and concrete deterioration. Leakage can also cause damage to the finishes to cars parked below.

2.1.7 Concrete Deterioration

Top Surface Delamination

General review of the top surface of the parking garage slab was not possible because of landscaping cover. We expect little, if any, concrete damage has occurred at this surface because precast panels typically do not have top reinforcing. Since there is no steel present to corrode, there will likely be few delaminations.

No top surface delaminations were noted at the three test pits prepared at the upper garage roof or at the crawlspace below the waterfall.

Soffit Delamination

There is less than 1 m² of delaminated concrete on the underside of the roof slab. The delaminated areas are typically small. No delaminations on beams or columns were noted.

The present extent of soffit delaminations is minor, and is not considered to be structurally significant. Any loose concrete on the underside of the roof slab should be removed on an ongoing basis for safety reasons.

2.1.8 General Assessment

The existing waterproofing system on the garage roof slab has generally failed, resulting in extensive leakage into the garage. Leakage hasn't contributed to significant damage yet but, left un-checked, will result in deterioration of the structure. Leakage through concrete can also damage the finishes on vehicles parked below.

Little structural damage to the pre-cast panels has occurred because the concrete used to construct them is of higher strength than typically used for cast in place structures. Also, the lack of de-icing salt exposure (de-icing salts are known to accelerate corrosion of concrete reinforcing), and moderate temperatures (freeze thaw cycling in the concrete can cause damage) typically experienced in the Lower Mainland, help extend the life of the structure.

2.1.9 Repair Alternatives

Some options include:

Repair Deferral: Since leakage has not caused any structural safety concerns, and the risk of damage to cars has been managed by installing troughs on the underside of the slab, deferring repairs is a viable option.

If repair deferral is chosen, the structure should be periodically monitored for deterioration. Note that deterioration will continue to progress over time and therefore, repair costs will increase if waterproofing repairs are deferred. Any loose concrete that does form on the slab soffit should be removed immediately to prevent it from falling on cars or occupants. Note that this option does not address water ponding issues on lower floors resulting from ingress at the roof slab.

Opinion of Cost : \$6,500 every 5 years

General re-waterproofing and retain south end reflecting pools : Landscaping and the roof membrane beyond the pool areas will be removed and replaced. This option will retain the existing reflecting pools to reduce the overall cost of the project. It will also allow the opportunity to do other work, such as re-landscaping, re-grading.

We understand that on site management wishes to convert the non-operational pools into planters. This will require installing an asphaltic type waterproofing membrane in the pools. If the pools are reinstated as pools, they should be re-lined with an elastomeric coating.

Implementing this repair protocol should stop ingress of water into the garage in the field of the roof. Note that the detailing over the steps at the pool perimeter will be less durable than field of the membrane and will require periodic maintenance. The membrane applied over the steps will also be exposed to foot traffic and UV light, further decreasing it's long term durability.

Opinion of Cost : \$775,000

General re-waterproofing entire roof slabs : This option would include removal of all landscaping and pools from the top of the slab, reinstallation of a membrane directly over the slab, and re-instatement of the landscaping and pools. This may be the preferred option if the Strata is seriously considering abandoning the lower level pools. This is the highest cost option but offers the lowest risk of recurring leaks.

Opinion of Cost : \$835,000



Because leakage through the garage roof is a systemic problem, we do not recommend completing localized repairs to the membrane.

2.2 INTERMEDIATE SUSPENDED SLABS

2.2.1 Physical Description

There are 8 intermediate suspended slab(s) inside the garage that are interconnected by ramps. Slabs and ramps are hollowcore precast panels supported on precast beams. The transition between the ramps and the parking levels are smoothed out by a concrete topping placed over the driving surfaces. The total area of the garage is approximately 7890m². The layout of the suspended slabs are shown on Drawings P1.1 through P4.2.

2.2.2 Structural Distress

Large cracks were noted in the hollowcore panels above Parking Stall Nos. 182 and 259. These cracks appear to be the result of restraining stresses applied by the concrete ramp walls.

No evidence of previous structural repairs were noted.

2.2.3 Existing Protection

The intermediate slabs do not have a waterproofing membrane. Without a protection system, water is free to penetrate through cracks and joints in the slabs. Penetrating water can lead to corrosion and concrete deterioration. Leakage through slabs can also lead to damage to car finishes.

2.2.4 Drainage

There are no drains within the garage and no slope for drainage was observed. As a result, water collects on the slabs where excessive leaks in the roof or foundation walls exist or where cars track in rain during wet weather. This ponding can accelerate concrete deterioration.

2.2.5 Leakage

There are approximately 423 m of cracks and joints with evidence of leakage and 280 m with active leakage through the suspended slabs. Most of this is concentrated at joints between the hollowcore slabs. A cementitious material has been placed over the joints between panels, but this has spalled at many locations. Locations of leakage are shown on Drawings P1.1 through P4.2.

Leakage is occurring because there is no moisture protection on the slab. One possible purpose of the cementitious material placed between the precast panel joints is to keep water from leaking into the floor below.

Freezing water in joints and/or traffic has caused this joint material to debond from the parent concrete. In general, using these types of joint fillers without proper movement control or waterproofing does not provide a durable water seal.

On-going leakage into joints at ends of some precast panels has caused atmospheric corrosion of the pre-tensioning cables. It is also possible that chloride contaminated water also caused corrosion, but we expect this contribution to be minor since de-icing salts are generally not used in the Lower Mainland. If de-icing salts are being used, we recommend using sand as a non-corrosive alternative.

2.2.6 Concrete Deterioration

Top Surface Delaminations

Based on a random chain drag survey, we estimate that about 35m² of the suspended slab surface is hollow sounding on the top surface of the slab. The majority of these areas are located at the cementitious joint filler installed between panels. Hollow sounding concrete is an indication of delaminations from the parent material.

In our opinion, the current extent of top surface delaminations is not structurally significant.

Soffit Delaminations

There is less than 2 m² of delaminated concrete on the underside of the suspended slabs. The delaminated areas are typically small and concentrated at support beams near the ramps.

The present extent of soffit delaminations is minor, and is not considered to be structurally significant. Loose concrete should be removed from the slab soffits to prevent damage to vehicles or harm to pedestrians.

2.2.7 General Assessment

The intermediate suspended slabs are generally in good condition, but there is a considerable amount of leakage through the slabs. This leakage will continue to cause damage to the precast panels if it is not limited.



Note that the rate of deterioration of the structure appears to be slow, likely as a result of the panels being made of higher strength concrete and the minimal exposure of chlorides to accelerate corrosion of reinforcing steel. Since the rate of deterioration is slow, general concrete repairs are not an immediate requirement.

Restraining cracks in the intermediate slab near ramps should be repaired. Although these cracks probably have existed for years, they should be repaired in the near future as further cracking could cause parts of panels to fall.

Reducing the amount of ponding over suspended slabs will minimize long term structural damage and reduce the amount of water that residents need to walk through. This could be managed by improving the garage roof waterproofing and/or installing a drainage system at the intermediate slabs.

2.2.8 Repair Alternatives

Given the current condition of the garage, possible repair options are:

Structural Repairs Only : If the aesthetics of ponding or water dripping on vehicles is not a concern, the Strata may choose to leave the garage in its current state. Where leaks are at problematic locations (i.e. over vehicles), troughs can be installed at the underside of the slab, as done in the past. Troughs should be large enough that water is not left in contact with concrete surfaces.

Note that structural damage will continue to occur at the current gradual rate with this option if leakage is also not controlled at the roof slab. Repair of the roof membrane alone may considerably reduce the amount of water entering the slab and extend the life of the building.

Minor structural repairs should be completed immediately to reduce restraint cracking near ramps. These panels should be released from the walls and the panel cores locally filled with concrete to restore shear capacity.

Opinion of Cost : \$4,000

Install a membrane and sloped drainage surface at intermediate slabs : This option should be selected if drainage for the parking garage is a desired improvement and structural analysis shows that the hollowcore panels can support the additional load of a light-weight concrete topping. This option will provide the slabs with a waterproofing membrane and slope to drain water off the driving surfaces.

A system of drains can be installed without significantly affecting headroom. Drainage pipe could be tied into existing piping servicing the garage roof slab. We suggest that this option be completed after roof membrane improvements are completed so the need for a drainage system at intermediate slabs can be properly accessed.

The concrete repairs near the ramps should also be completed for this option.

Opinion of Cost : \$690,000

Install a trench system and membrane at intermediate slabs : This option should be selected if drainage for the parking garage is a desired improvement, but the structure cannot support the weight of a concrete topping. This option consists of a system of waterproofed trenches sawcut into the joints between hollowcore panels. As with the previous option, drainage pipes could be placed close to the hollowcore soffit so headroom in the garage is not impacted. The system will require a greater number of drains compared to the sloped driving surface option to evacuate water.

We suggest that if the garage roof membrane is repaired, installation of a drainage system at intermediate slabs be deferred. The Strata may find that the amount of water entering the garage after roof repairs does not warrant installation of a drainage system.

The concrete repairs near the ramps should also be completed for this option.

Opinion of Cost : \$170,000

2.3 SLAB ON GRADE

2.3.1 General

Physical Description

Levels 5, 7, 8, and the garage entrance ramp are concrete slab on grade. These slabs are typically reinforced with a wire mesh. The mesh is not considered to be a structural element. There are no saw-cuts in the slab to accommodate thermal movement.



Structural Distress

No excessive curling of slab was noted.

There is one large crack in the Level 5 slab on grade that has been partially sealed with a mastic material. It is unclear why sealant was applied over part of the crack. The crack appears to be caused by shrinkage or thermal movements. It does not have any edges that may be a tripping hazard.

2.3.2 Existing Protection

The slab-on-grade is unprotected. Non-structural slabs on grade are typically unprotected since the steel mesh does not occupy enough volume to cause any problems, even if it corrodes.

2.3.3 Drainage

As with the suspended slabs, the slabs on grade have not been sloped to drains. At some locations drainage trenches were sawcut in the slab. The trenches lead to floor drains.

2.3.4 Leakage

No evidence of water wicking up from below the slab on grade was noted.

2.3.5 Concrete Deterioration

There are minor cracks throughout the slab on grade. The pattern of cracking is consistent with shrinkage cracks, and is not expected to affect the performance of the slab.

Scaled concrete was noted in busy drive lanes, and the wire mesh is exposed in a few areas.

2.3.6 General Assessment

In general, the slabs on grade are in good condition. Drainage appears to have been addressed by sawcutting trenches. No repairs are required.

2.4 FOUNDATION WALLS

2.4.1 Physical Description

The foundation walls consist of cast-in-place, conventionally reinforced concrete. Perimeter walls separating the garage from adjacent interior space are constructed of concrete block masonry. The perimeter walls separating the garage from the adjacent property to the east are precast.

2.4.2 Structural Distress

No evidence of structural distress was noted.

2.4.3 Existing Protection

We did not confirm that a waterproofing membrane was installed on the outside surface of foundation walls. This level of investigation is outside our scope of work. Evidence of leakage at several construction joints in the wall indicates that the wall waterproofing, if installed, has failed.

2.4.4 Leakage

Leakage was noted at several construction joints between the slabs and foundation walls. The total length of actively leaking construction joints is approximately 150m. Leaking was particularly evident at the west and east foundation walls at upper levels. At some leak locations there was varying degrees of rust staining, indicating that reinforcing bars within the wall are corroding as a result of exposure to moisture.

2.4.5 Concrete Deterioration

Vertical Surface Delaminations

There is approximately 40m of unsound concrete on foundation walls at Levels 1 and 3. These delaminations were caused by placing reinforcing bars too close to the wall surface.

There are concrete delaminations at the top of the north end wall on Level 3. At these locations, reinforcing steel is exposed.

Wall base delaminations were noted on Levels 1 and 2. The reinforcing bars are exposed at these locations. There was evidence of water ponding over the slab adjacent to the walls at these locations.



2.4.6 General Assessment

We did not have the opportunity to examine the dampproofing/waterproofing on the exterior face of the foundation wall. However, general leakage through the foundation wall suggests that the existing protection system, if installed, has generally failed.

The current extent of deterioration at the foundation wall is not structurally significant. Loose concrete at the top of the wall can, however, fall onto cars or pedestrians and should be removed. Where concrete has fallen or has been removed from the wall, it should be replaced in order to protect the reinforcing from further atmospheric corrosion.

2.4.7 Repair Alternatives

Repairs to foundation walls from the exterior is expensive and will require demolition of the rooms around the garage perimeter. For these reasons, we do not think re-waterproofing the foundation walls is a practical option. As an alternative, leaking joints can be injection waterproofed from the interior, but this waterproofing methodology is not as dependable nor as durable as waterproofing.

Opinion of Cost : \$35,000
and \$10k every 5 years thereafter

At locations where there is a high concentration of leakage through joints, installation of drainage tubes at base of wall will alleviate water pressure outside the wall. Note that this option is viable only if the water can be deposited into a drainage system. The garage currently does not have a drainage system, and this option should only be attempted if one is installed.

Spalls in the walls should be repaired by removing loose concrete, coating reinforcing steel with epoxy, and patching the area with a polymer modified mortar.

Opinion of Cost : \$5,000

2.5 STAIRWELLS

2.5.1 Physical Description

The garage has one centrally located exit stair (i.e. the stair adjacent to the car ramps) and one located on the west wall. The below grade stair walls are constructed from cast in place concrete, and the above grade walls are load bearing clay brick. The stairwell roof is cast in place concrete. The stair roofs were not accessed. The stairwell perimeters are flashed. We do not know if there is roof membrane. Control joints were not built into the brick walls. There are steel picket handrails inside the stairwell.

2.5.2 General Assessment

The exit stairs are in fair condition with some rust staining and considerable leakage at the garage roof slab level of the central stair. The leakage appears to be coming from the construction joint between the garage roof slab and the concrete curb at the base of the stairwell enclosure. This leakage indicates that the membrane has failed at the wall upturn.

The concrete at the stair nosings, risers and stringers are in fair condition. On site management reported that the stairs become slippery during periods of rain. Rain water is likely entering the stairwell through cracks in the brick walls or through deficiencies in the garage roof membrane.

The above grade brick at the central stairwell has some efflorescence and is cracked at corners. The efflorescence is caused by wetting/drying cycles and is generally not damaging to the brick. The cracking is caused by thermal expansion and contraction of the brick. The cracked brick may also be contributing to water ingress at the garage roof level.

2.5.3 Repair Alternatives

The garage roof membrane should be repaired at the upturn onto the stairwell. This repair could be completed locally, or in conjunction with general membrane replacement program. The opinion of cost assumes local repairs are completed:

Opinion of Cost : \$3,000

Cracks in bricks can be either caulked, or control joints cut at the corners of the stairwell. Control joints will also require sealing. Our opinion of cost assumes control joints will be provided.

Opinion of Cost : \$5,000



2.6 MISCELLANEOUS

2.6.1 Electrical (eg. Lighting)

Lighting levels are well below 50 lux around the garage perimeters and are also low at the brightest locations. The current lighting levels required by the British Columbia Building Code are 50 lux. The light system should be supplemented or replaced in order to meet British Columbia code requirements.

Opinion of Cost : \$180,000

3 RECOMMENDATIONS

In order to reduce or eliminate the current extent of leakage into the garage, and given the lack of drainage to remove water once it is in the garage, we recommend general excavation and re-waterproofing of the garage roof slab. The reflecting pools could be retained to reduce construction costs, in which case the garage roof membrane should be turned up onto the surrounding stairs. These steps should be waterproofed with a thin traffic membrane. Pools that are to be abandoned should be demolished.

A large portion of the water entering the garage is from cracks in foundation walls. These cracks should be injected with a urethane foam sealant from the garage interior.

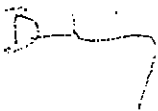
Upon completion of roof and foundation wall waterproofing repairs, we recommend monitoring the amount of ponding in the parking garage, as it should be significantly reduced. If the Strata is still unhappy with the aesthetics of ponding in the garage, a drainage system should then be installed. The amount of concrete deterioration that has occurred over the past 28 years alone does not warrant installation of a waterproofing membrane in the garage.

Minor deterioration to interior suspended levels can be addressed when other repairs are being completed. Repairs to cracks in panels adjacent to ramps should be completed within the next year.

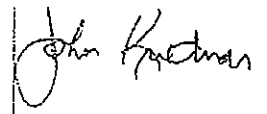
Miscellaneous repairs should include installation of control joints in the brick at stairwells and upgrading light levels to meet code requirements.

These repairs can be phased to accommodate your budget requirements. We expect that the concrete deterioration will slowly continue if waterproofing repairs are not completed, increasing the overall repair quantities.

Respectfully submitted,
HALSALL ASSOCIATES LIMITED



Brennan Vollering, P.Eng.
Project Manager



John Kosednar
Project Principal



APPENDIX A

OPINION OF COSTS



APPENDIX A - OPINION OF COSTS

OPINION OF COSTS TABLE

The following costs are our opinion of value of the remedial work described in this report. They are calculated using quantities obtained during our evaluation and information we have obtained from similar projects. Actual costs will vary depending upon the schedule of work and conditions under which the work must be carried out.

As every project has its own peculiarities, actual costs can only be established by obtaining bids, preferably on the basis of competitive tenders, from specialized contractors. The costs provided herein should only be used for comparison of options and general budgeting purposes.

No.	Description	Opinion of Cost
1.	Roof Slab Repairs	
1.1	<i>Option A - Repair Deferral</i>	
a)	Remove loose concrete (every 5 years)	\$ 1,000
b)	Engineering fees for periodic evaluation (every 5 years)	\$ 5,000
c)	GST	\$ 500
Total :		\$ 6,500
1.2	<i>Option B - Re-waterproof slab and retain west end reflecting pools</i>	
a)	Remove overburden (not including pools)	\$ 85,000
b)	Remove and replace garage roof membrane	\$ 355,000
c)	Reinstate overburden	\$ 165,000
d)	Apply waterproofing membrane in pool	\$ 110,000
e)	Engineering fees for specification preparation and tendering services	\$ 6,000
f)	GST	\$ 51,000
Total :		\$ 772,000
1.3	<i>Option C - Re-waterproof slab and demolish west end reflecting pools</i>	
a)	Remove overburden and demolish west end pools	\$ 140,000
b)	Remove and replace garage roof membrane	\$ 445,000
c)	Reinstate overburden	\$ 210,000
d)	Engineering fees for specification preparation and tendering services	\$ 6,000
e)	GST	\$ 55,000
Total :		\$ 856,000



APPENDIX A - OPINION OF COSTS

No.	Description	Opinion of Cost
2	Intermediate Suspended Slabs	
2.1	Option A - Structural Repairs Only	
a)	Remove loose concrete	\$ 1,000
b)	Repair cracked panels near ramps	\$ 5,000
c)	Engineering fees for cracked panel repairs	\$ 2,000
d)	GST	\$ 500
Total :		\$ 8,500
2.2	Option B - Install a membrane and sloped drainage surface	
a)	Remove loose concrete	\$ 1,000
b)	Repair cracked panels near ramps	\$ 5,000
c)	Engineering fees to analyse slabs	\$ 2,000
d)	Install light weight concrete topping	\$ 255,000
e)	Install thin urethane membrane	\$ 280,000
f)	Install a drainage system	\$ 80,000
g)	Engineering fees for specification preparation and tendering services	\$ 5,000
h)	GST	\$ 44,000
Total :		\$ 672,000
2.3	Option C - Install a trench system and membrane	
a)	Remove loose concrete	\$ 1,000
b)	Repair cracked panels near ramps	\$ 5,000
c)	Engineering fees to analyse slabs	\$ 2,000
d)	Sawcut joints between precast panels	\$ 400,000
e)	Install a drainage system	\$ 100,000
f)	Engineering fees or specification preparation and tendering services	\$ 5,000
g)	GST	\$ 36,000
Total :		\$ 549,000

APPENDIX A - OPINION OF COSTS

No	Description	Opinion of Cost
3	Foundation Walls	
a)	Inject leaking cracks	\$ 30,000
b)	Remove and repair spalled concrete	\$ 5,000
c)	Engineering Fees (assumed this work will be incorporated into other repairs)	\$ 1,000
d)	GST	\$ 3,000
Total :		\$ 39,000
4	Stairwells	
a)	Locally repair roof slab membrane at upturns (note that this cost only applies if the roof membrane is not replaced)	\$ 3,000
b)	Install control joints in brick	\$ 5,000
c)	Engineering Fees (assumed this work will be incorporated into other repairs)	\$ 1,000
d)	GST	\$ 1,000
Total :		\$ 10,000
5	Lighting	
a)	Remove and replace lighting	\$ 160,000
b)	Engineering Fees	\$ 5,000
c)	GST	\$ 12,000
Total :		\$ 177,000



APPENDIX B

OBSERVATIONS



APPENDIX B - OBSERVATIONS

OBSERVATIONS

1 GENERAL OBSERVATIONS

Table 1-1: General Conditions Observed Within the Garage

Item	Observation
Lighting	▸ Lighting is low at most locations
Emergency Signage	▸ Exit signs are posted throughout the garage
Mechanical	▸ Various garage fans operated continuously and others were not in operation at the time of our visit. Fans are not controlled by a carbon monoxide monitoring system
Headroom	▸ Headroom clearance approximately 2m
Drainage	▸ There are drains located on the slab on grade. No drainage has been provided at the intermediate slabs

2 GARAGE ROOF SLABS

Table 2-1: Visual and Sounding Observations

Roof Slab Section	Observations	Approximate Quantity
Landscaped Area	General	▸ total area is 1200m² ▸ waterproofing membrane is 3mm unreinforced asphalt ▸ there is 300-350mm of overburden
	Active Leakage Through Roof Slab	▸ 29m
	Evidence of Leakage at Roof Slab Underside	▸ 93m at cracks
	Concrete Deterioration at Roof Slab Underside	▸ no evidence



APPENDIX B - OBSERVATIONS

Roof Slab Section	Observations	Approximate Quantity
Paved Area including Reflective Pool Area	General Observations	▸ total area is 1800m ²
	Active Leakage Through Slab	▸ 200m
	Evidence of Leakage at Roof Slab Underside	▸ 40m at cracks
	Concrete Deterioration at Roof Slab Underside	▸ 1m ²

Table 2-2: Test Pit Observations

Test Pit	Location	Observations
Test Pit No. 1	- south west end, landscaped area	▸ asphalt thickness 3mm ▸ bonded system ▸ waterproofing membrane is brittle ▸ depth of overburden is about 300 mm
Test Pit No.2	- north end, landscaped area	▸ asphalt thickness 3mm ▸ bonded system ▸ waterproofing membrane is brittle ▸ depth of overburden is about 355 mm
Test Pit No. 3	- north west corner, landscaped area	▸ asphalt thickness 3mm ▸ bonded system ▸ waterproofing membrane is brittle ▸ depth of overburden is about 300 mm
Sample below pool areas	- south end	▸ asphalt thickness 3mm ▸ bonded system, poorly bonded ▸ waterproofing membrane is flexible ▸ exposed membrane

APPENDIX B - OBSERVATIONS

3 INTERMEDIATE SUSPENDED SLABS

Table 3-1: Visual and Sounding Observations

Observations	Approximate Quantity
Level 1&2	
General	- total area is 1890m² - floor structure: hollow core precast panels supported on precast beams
Active Leakage Through Roof Slab Above	29m at cracks
Evidence of Leakage at Roof Slab Underside	93m at cracks
Concrete Deterioration	14m² hollow sounding area on the top surface along cementitious material over panel joints
Traffic Deck Protection System	- joints between precast floor panels have been filled with cementitious material - no waterproofing system on slab - no waterproofing upturned at columns and shear walls
Level 3&4	
General	- total area is 3000m² - floor structure: hollow core precast panels supported on precast beams
Active Leakage Through Slab Above	234m at cracks
Evidence of Leakage at Underside of Slab Above	123m at cracks
Concrete Deterioration	1m² delaminated concrete on underside of slab above 8m² hollow sounding area on the top surface along cementitious material over panel joints



APPENDIX B - OBSERVATIONS

Observations	Approximate Quantity
Traffic Deck Protection System	▶ joints between precast floor panels have been filled with cementitious material ▶ no waterproofing system on slab ▶ no waterproofing upturned at columns and shear walls
Level 5&6	
General Observations	▶ total area is 3000m² ▶ floor structure: hollow core precast panels supported on precast beams
Active Leakage Through Slab Above	▶ 37m at cracks
Evidence of Leakage at Underside of Slab Above	▶ 148m at cracks
Concrete Deterioration	▶ 1m² delaminated concrete on slab underside ▶ 12m² hollow sounding area on the top surface along cementitious material over panel joints
Traffic Deck Protection System	▶ joints between precast floor panels have been filled with cementitious material ▶ no waterproofing system on slab ▶ no waterproofing upturned at columns and shear walls
Entrance Ramp	
General	▶ slab on grade
Active Leakage Through Slab	▶ no evidence
Concrete Deterioration	▶ no evidence
Traffic Deck Protection System	▶ no waterproofing system on slab
Interior Ramps	
Active Leakage Through Slab	▶ Level 2 to 3: 17m at cracks from parking spaces above

Observations	Approximate Quantity
Traffic Deck Protection System	no waterproofing system on slab

4 SLAB-ON-GRADE

Table 4-1: Visual and Sounding Observations (Level 7 & 8):

Observations	Approximate Quantity/Location
General	- total area is 2365m² - no sealer on slab or column and wall bases - trenches have been cut into the slab to provide positive slope to the drains
Active Leakage Through Slab Above	9m at cracks
Evidence of Leakage at Underside of Slab Above	152m at cracks
Concrete Deterioration	no evidence

5 FOUNDATION WALLS

Table 5-1: Visual and Sounding Observations

Garage Level	Observations	Approximate Quantity/Location
Level 1	Evidence of leakage	4m at cracks 36m long parge cant delaminated from base of wall
	Concrete Deterioration	15m long delaminated top of wall exposing re-bar
Level 3	Evidence of leakage	2m at cracks
	Concrete Deterioration	no evidence
Level 4	Evidence of leakage	3m at cracks
	Concrete Deterioration	no evidence



APPENDIX C

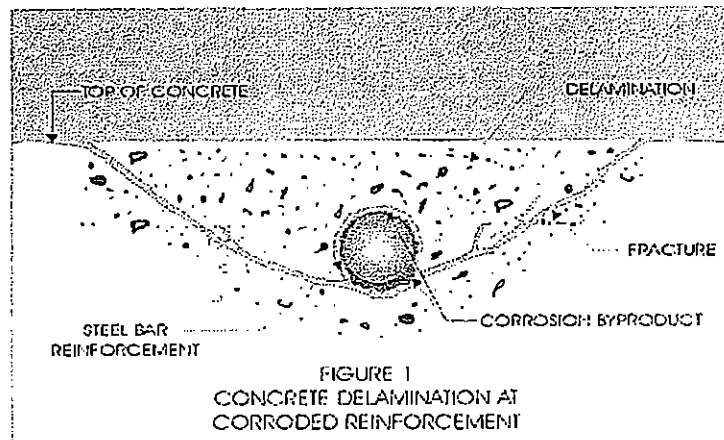
MEASUREMENT TECHNIQUES



MEASUREMENT TECHNIQUES

a) Chain Drag

Steel chains are dragged over the surface of the slab to detect delaminations (see Figure 1). Delaminations sound hollow. They are marked and the area measured to determine the present extent of physical damage. The results obtained must be carefully interpreted. Delaminations on the underside of slabs or on vertical surfaces are generally identified by visual inspection and sounding with a hammer in local areas. This process is only approximate.



b) Test Pits

Where the top of a slab is covered by backfill, we excavate small pits to determine the extent of overburden and the presence of any waterproofing. It is not possible within the scope of this survey to expose large areas of the slab, but the type and condition of small samples of the waterproofing is used to decide what work would appear to be warranted. Further investigation is usually required if more specific information about the condition of the slab is required.



APPENDIX D

REPAIR PROCEDURES



REPAIR PROCEDURES

1. SLAB CORROSION DAMAGE

a) Concrete Removal

The minimum level of concrete removal performed in garage repairs includes only the areas of delaminated concrete. We term this a "patch repair". This leaves sections of steel remaining with active corrosion, and some of these areas will delaminate in the future. The extent and timing of this future delamination is unknown given present technology. To minimize the potential for future corrosion damage, concrete can also be removed in areas which may not have delaminated but which have corrosion.

In the conventionally reinforced areas selected for removal, such as foundation walls and columns, the concrete is taken out down to and around the corroding steel. Much of the corrosion activity occurs on the underside of the bars, so the new concrete should totally encase the steel.

Special precautions are required when repairing pre-tensioned structure, such as the floor panels and beams at Anchor Point. Minimizing the amount of concrete that can be removed from a panel at any one time and use of expansive grouts to replace concrete are examples of the special attention required when repairing these structures.

Concrete removal at delaminations on the underside (soffit) of a garage slab and on foundation walls is usually completed using small jack hammers. Great care must be taken when removals are around pre-tensioned cables and removal with hammers and chisels is often preferred. Delaminations should be expected in the future at locations of past leakage unless leakage is corrected. Delaminations on the top surface of panels is not expected (excluding mortar material placed in joints between panels) since there generally is not any reinforcing place near these locations to instigate damage.

b) Steel Repair

Corroded reinforcement is cleaned, usually by sandblasting, and coated with a protective epoxy coating prior to patching. The epoxy coating is important in terms of reducing the potential for accelerated corrosion of reinforcing steel embedded in concrete outside the patch. If the cross-sectional area of conventional reinforcement lost to corrosion is unacceptable, the steel affected is removed and replaced using a welded splice and/or new coated steel. If there is significant loss to pre-tensioned reinforcing, the panels remaining structural capacity should be checked, and the panel possibly replaced.



2. WATERPROOFING

a) Slab Surface

Waterproofing is achieved through the use of a membrane on a slab. Reduction of water absorption can be achieved with a sealer. A membrane, which is a solid rubber layer usually applied as a liquid which hardens, is used to dry out a slab by preventing water and salt penetration. We know that membrane protection of deteriorated slabs has not stopped further delamination formation in most cases, although it has been associated with reducing corrosion activity. There is no specific data that define the conditions under which a membrane will not work. If properly maintained, membranes can have a service life in excess of 20 years.

b) Cracks and Joints

Leaks usually occur at cracks, construction joints and expansion joints. Where membranes are used, they are detailed with extra material to span small cracks and stable construction joints. Alternatively, a strip of membrane material can be applied over the top surface. As mentioned above, delaminations will form at some locations on the soffit even after leaks are sealed. The underside of leaking cracks should never be sealed, to avoid trapping water in the slab.

e) Walls

Leaking cracks in walls can be sealed by injection or by exterior excavation and waterproofing. This latter approach is much more expensive but provides a more durable seal than injection. Nonetheless exterior excavation and waterproofing is not practical in many situations.

3. CRACKED BEAMS

It is difficult to provide a general description of what repairs are required at defective beams. Generally, a process of jacking the supported slab, removing concrete which is delaminated or has high corrosion potential, treatment or replacement of steel, installation of bearing pads or slip sheets if deemed necessary, new concrete and protection with a sealer may all be necessary. Note that no crack beams were noted at Anchor Point.

4. SCALED SLAB SURFACE

The surface must be removed, generally with high pressure water, down to sound concrete. A new surface needs to be formed with mortar or concrete to permit waterproofing. Scaled surfaces were not noted at Anchor Point.

APPENDIX E

PHOTOGRAPHS



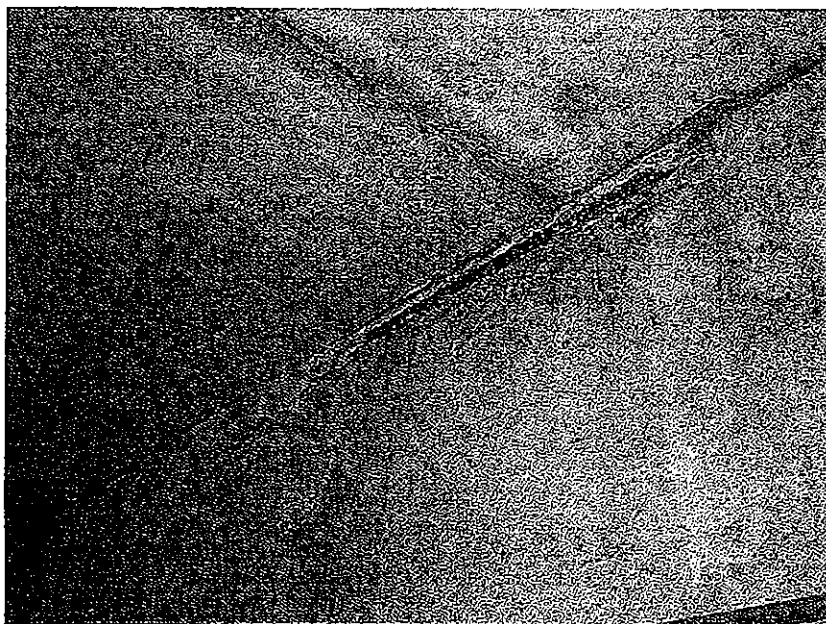


Photo 5: Reinforcement Corrosion



Photo 6: Stairwell Masonry Cracks

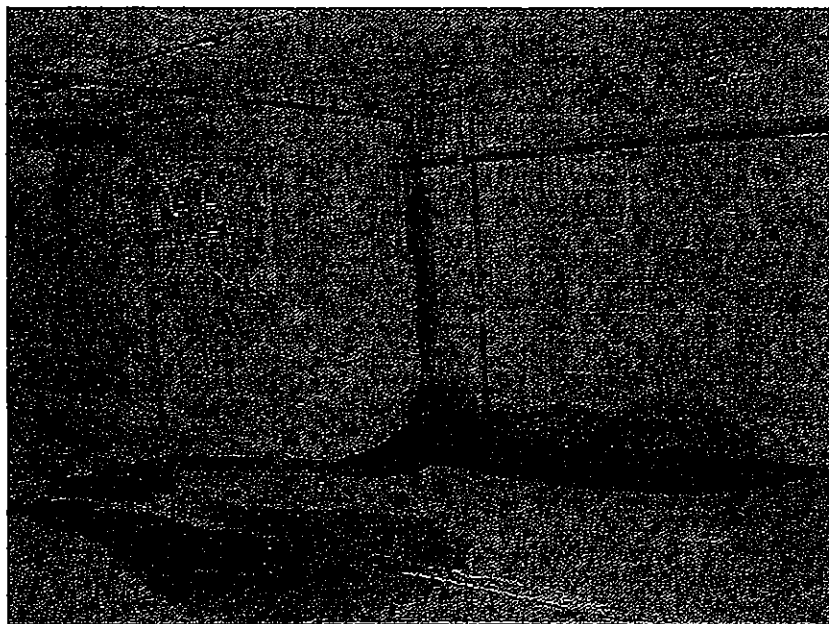


Photo 1: Roof Slab Leakage

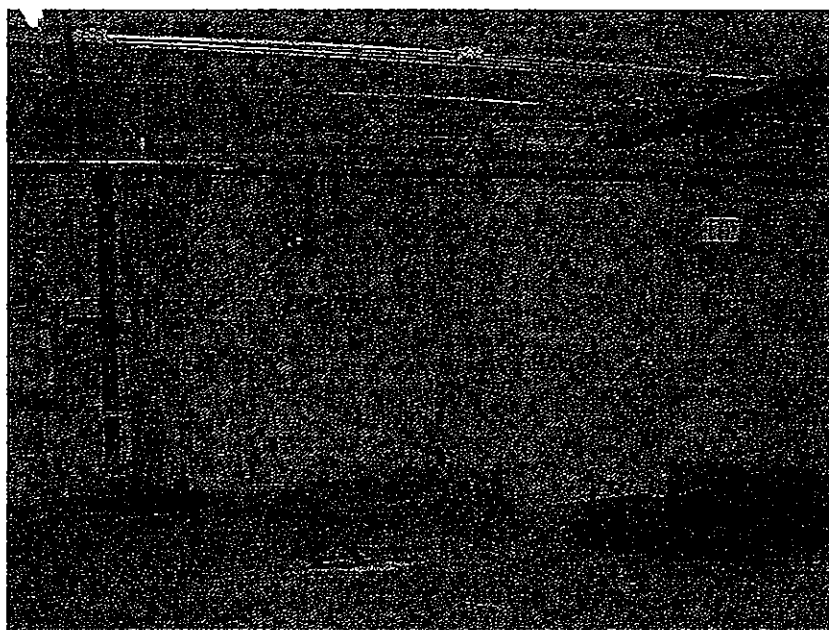


Photo 2: Intermediate Slab Leakage

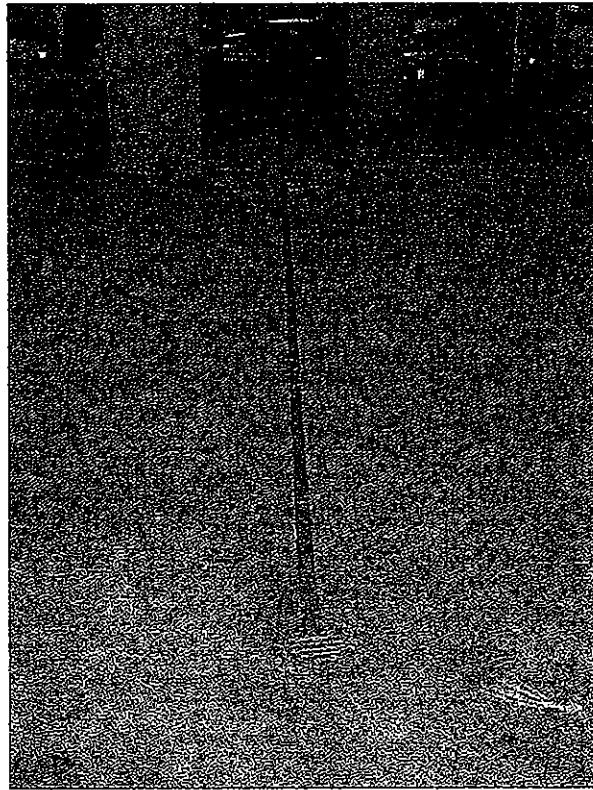


Photo 3: Slab on Grade Drainage

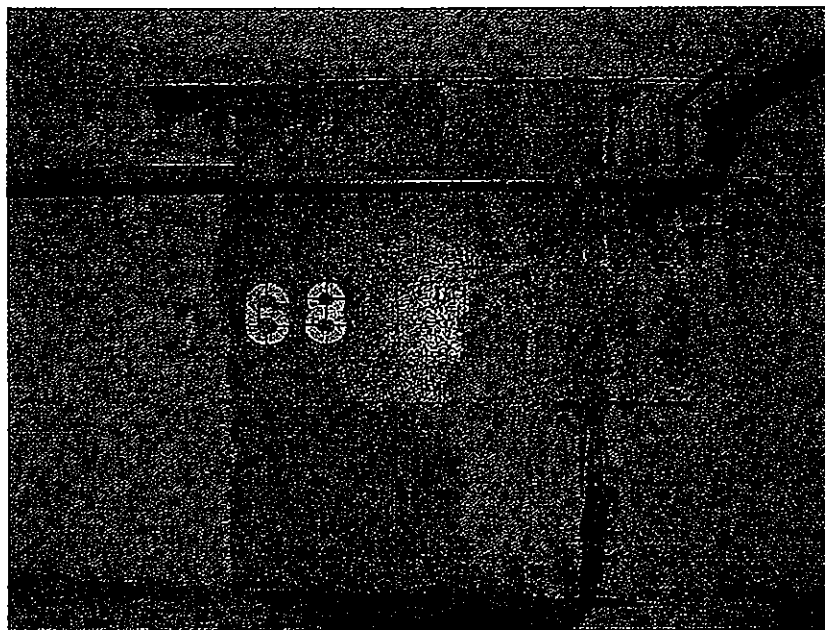


Photo 4: Foundation Wall Leakage



Photo 7: Roof Slab Cover



Photo 8: Injection Ports

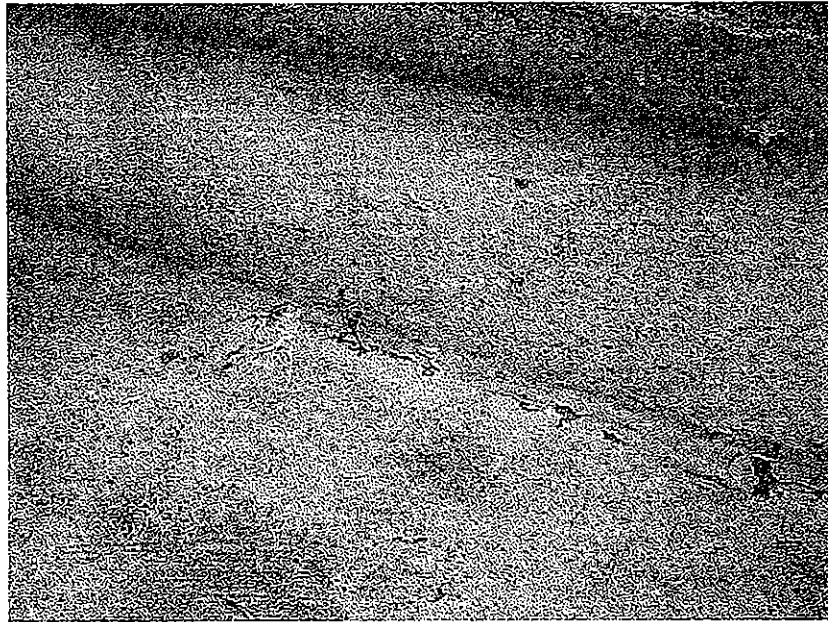


Photo 9: Elastomeric Coating Peeling / Cracked

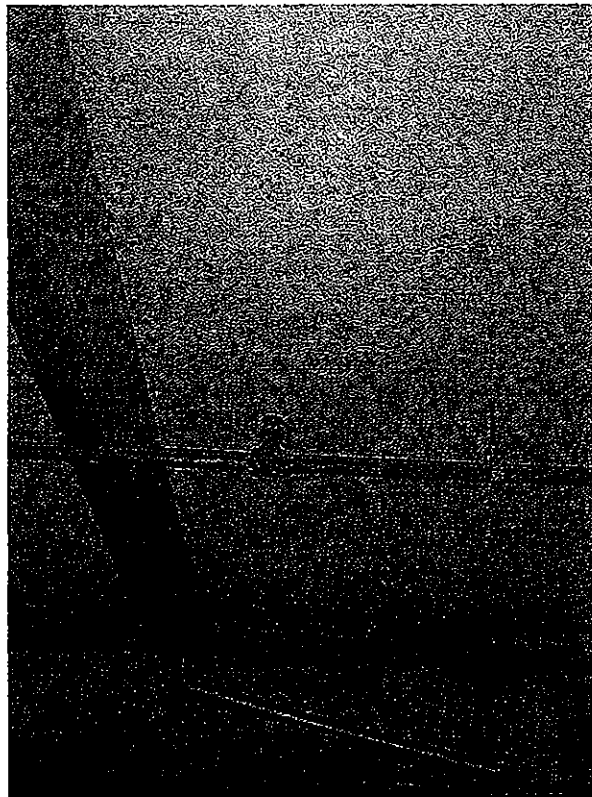
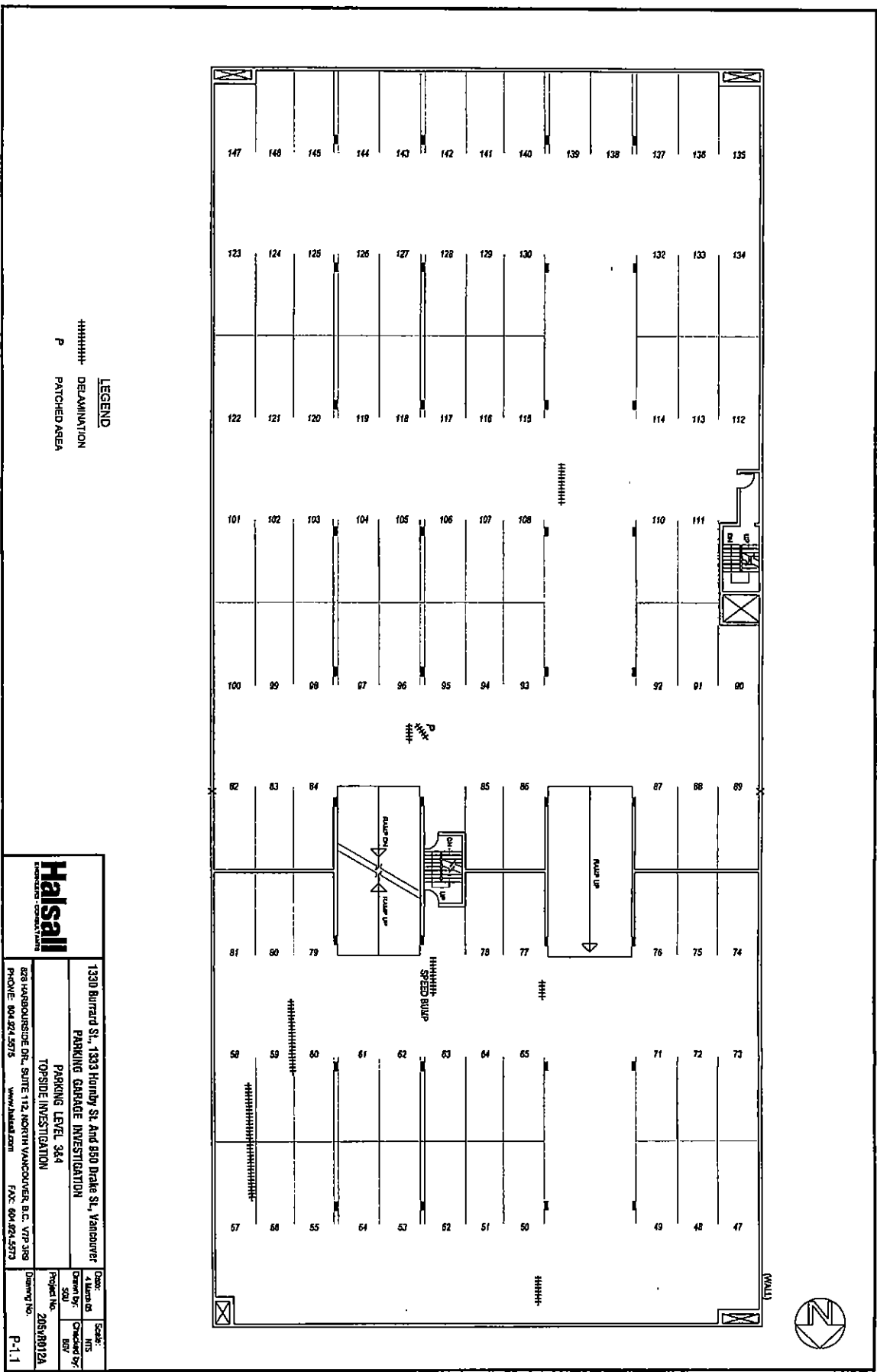


Photo 10: Trough Installation

APPENDIX F

DRAWINGS

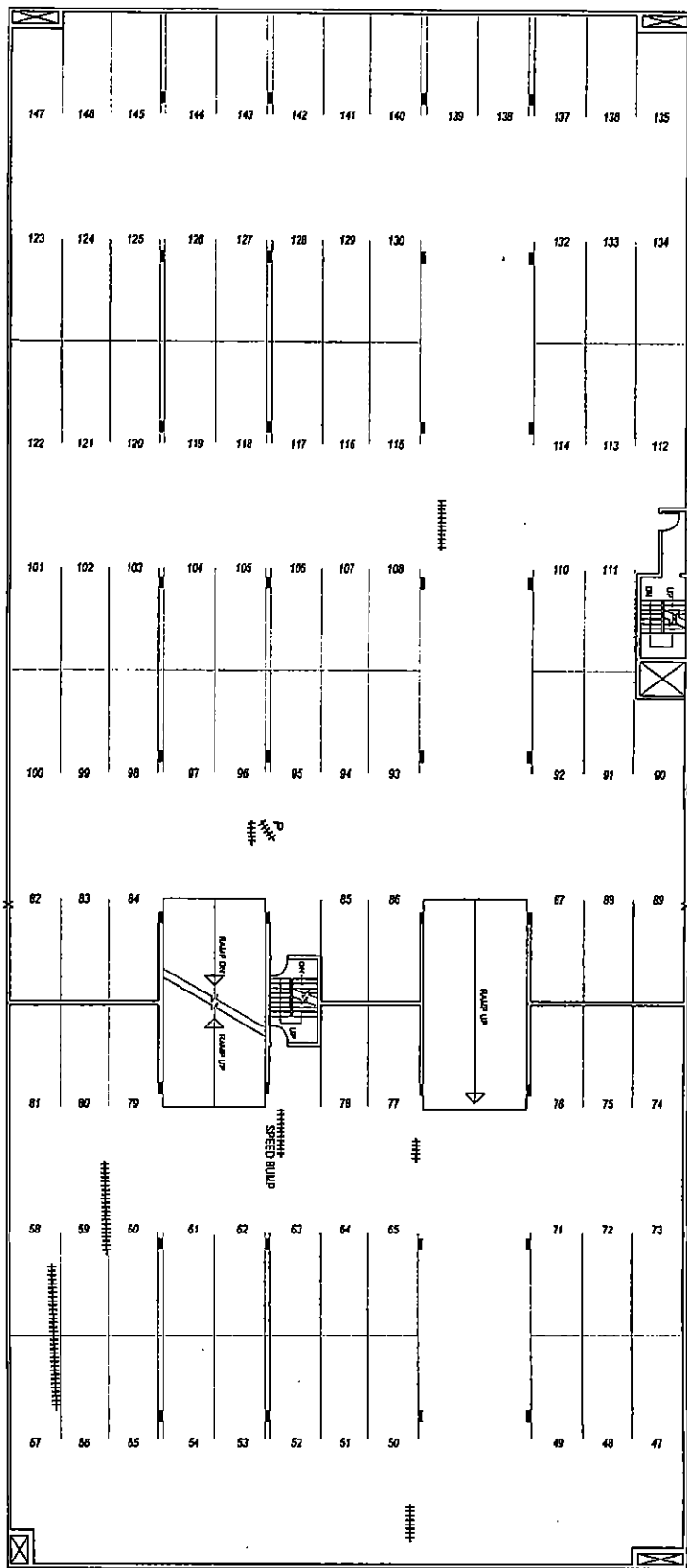




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DELAMINATION
 P PATCHED AREA

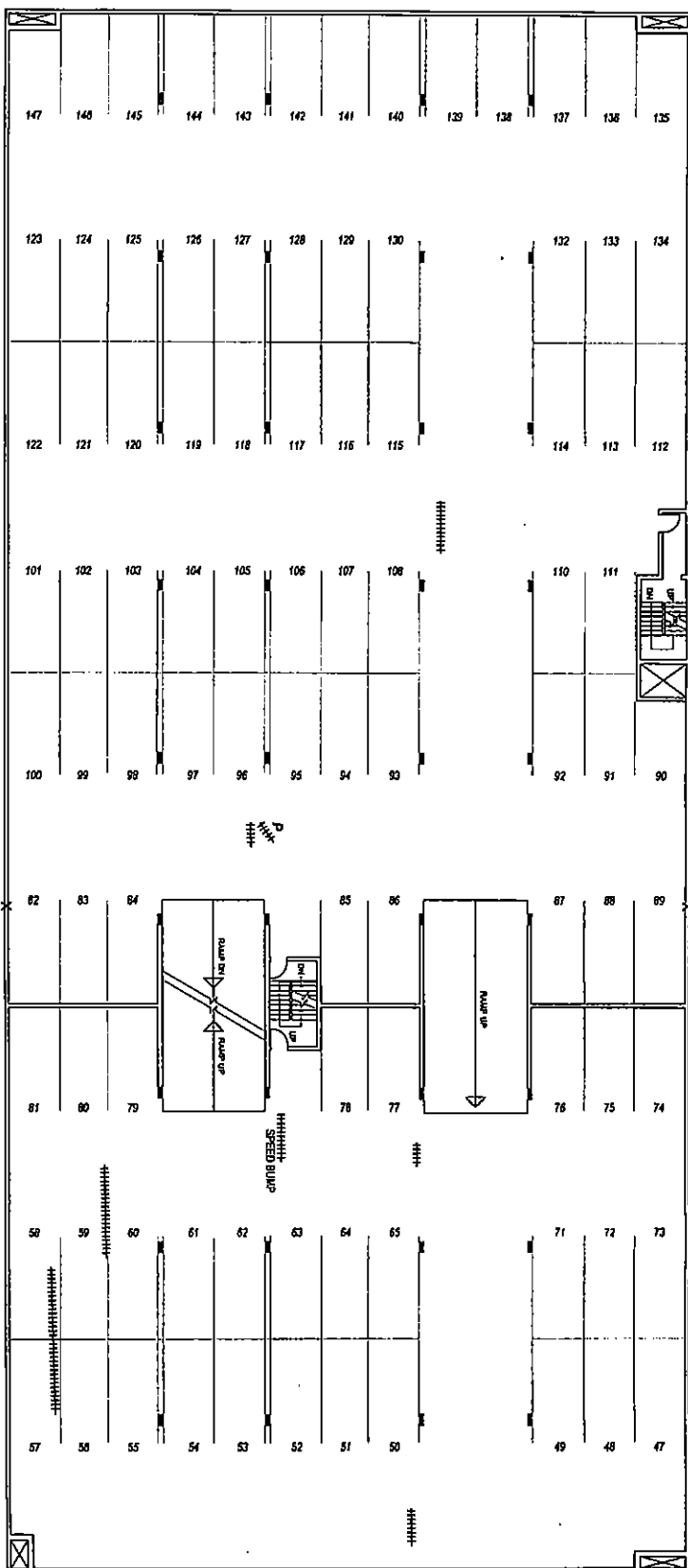
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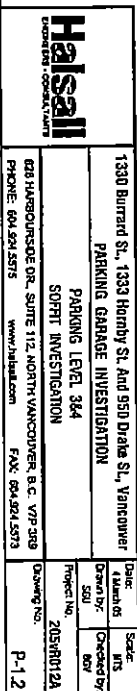
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828 HARGREAVESIDE DR., SUITE 112, NORTH VANCOUVER, B.C. V7P 3P8 PHONE: 604.274.5718 WWW.HALSALL.COM FAX: 604.274.5773		Date: 12/08/08 Drawn By: [Signature] Scale: 1/8" = 1'-0" Project No: 205-0112A Drawing No: P-1.1

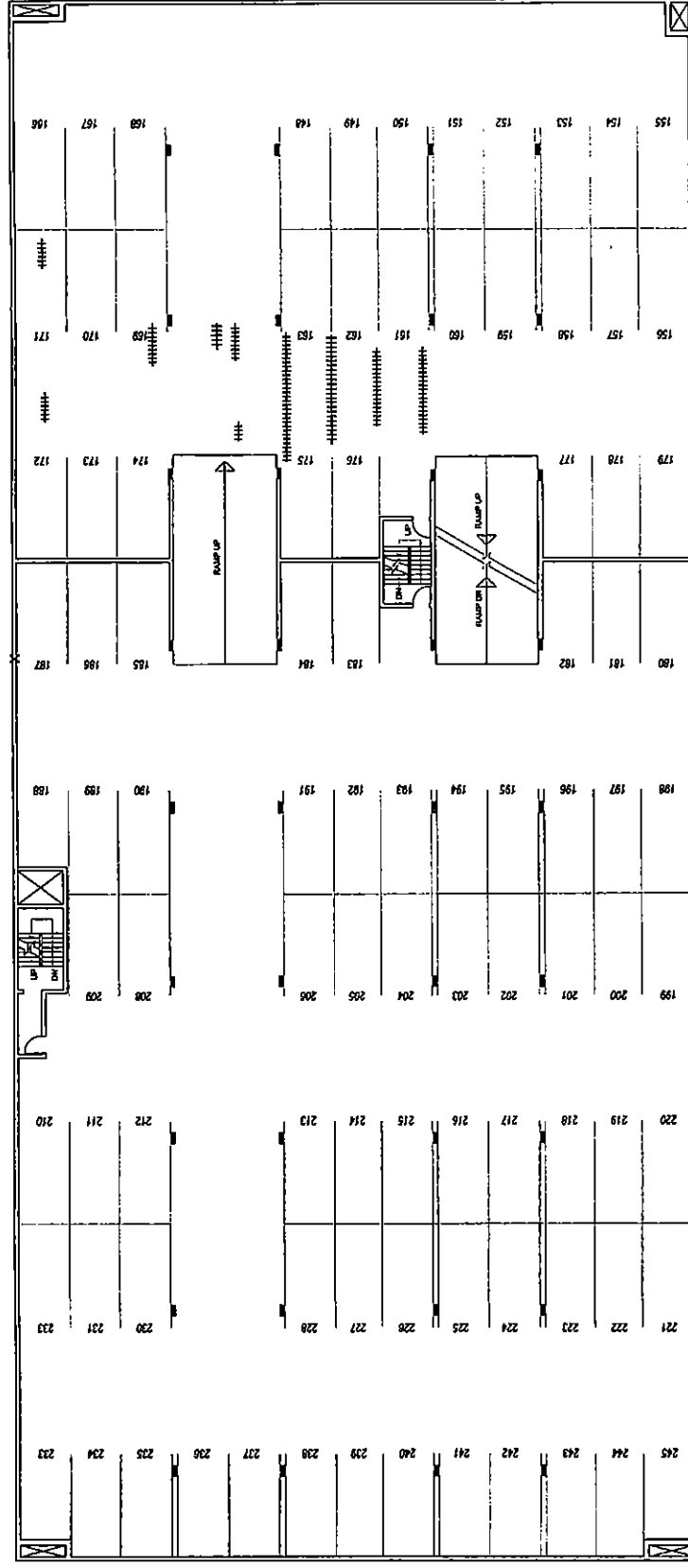
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628 HARBORSIDE DR., SUITE 112, NORTH VANCOUVER, B.C. V7P 3P8		Drawing No. P-1.1	
PHONE: 604.574.4573		FAX: 604.574.5573	
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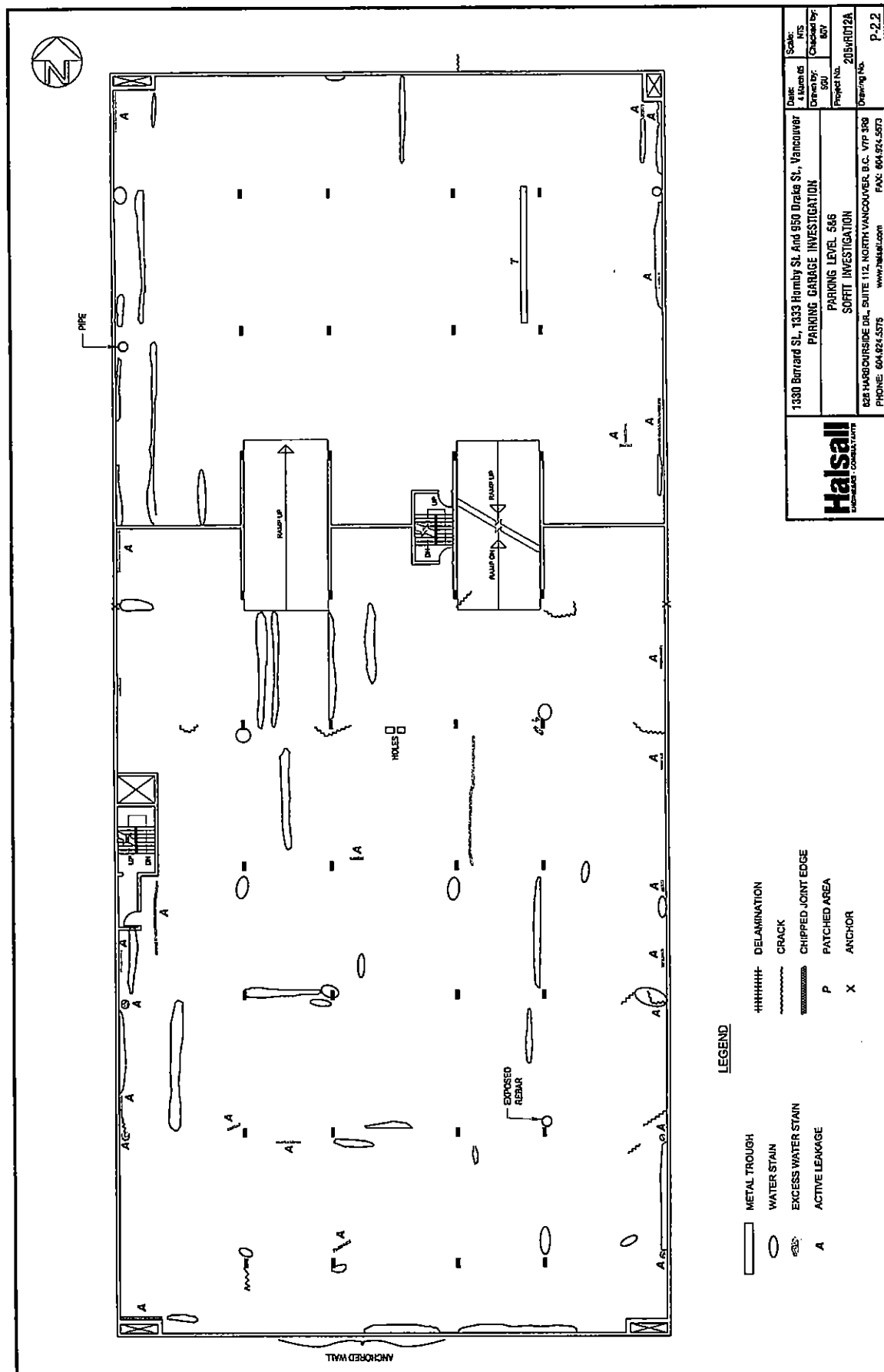


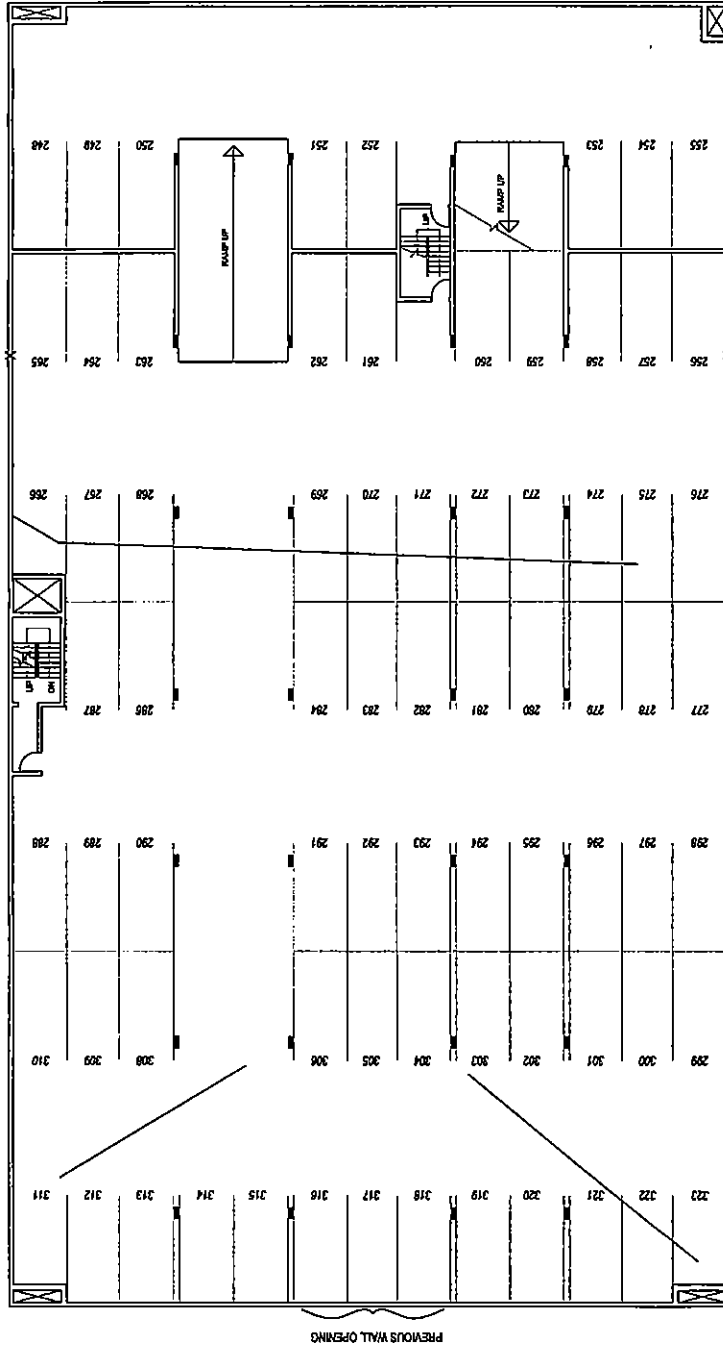


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PARKING LEVEL, 566		Project No. 205V012A	
TOPSIDE INVESTIGATION		Drawing No. P-2.1	
828 HARBOURSIDE DR., SUITE 112, NORTH VANCOUVER, B.C. V7P 3B9		www.halsall.com	
PHONE: 604.924.5573		FAX: 604.924.5573	

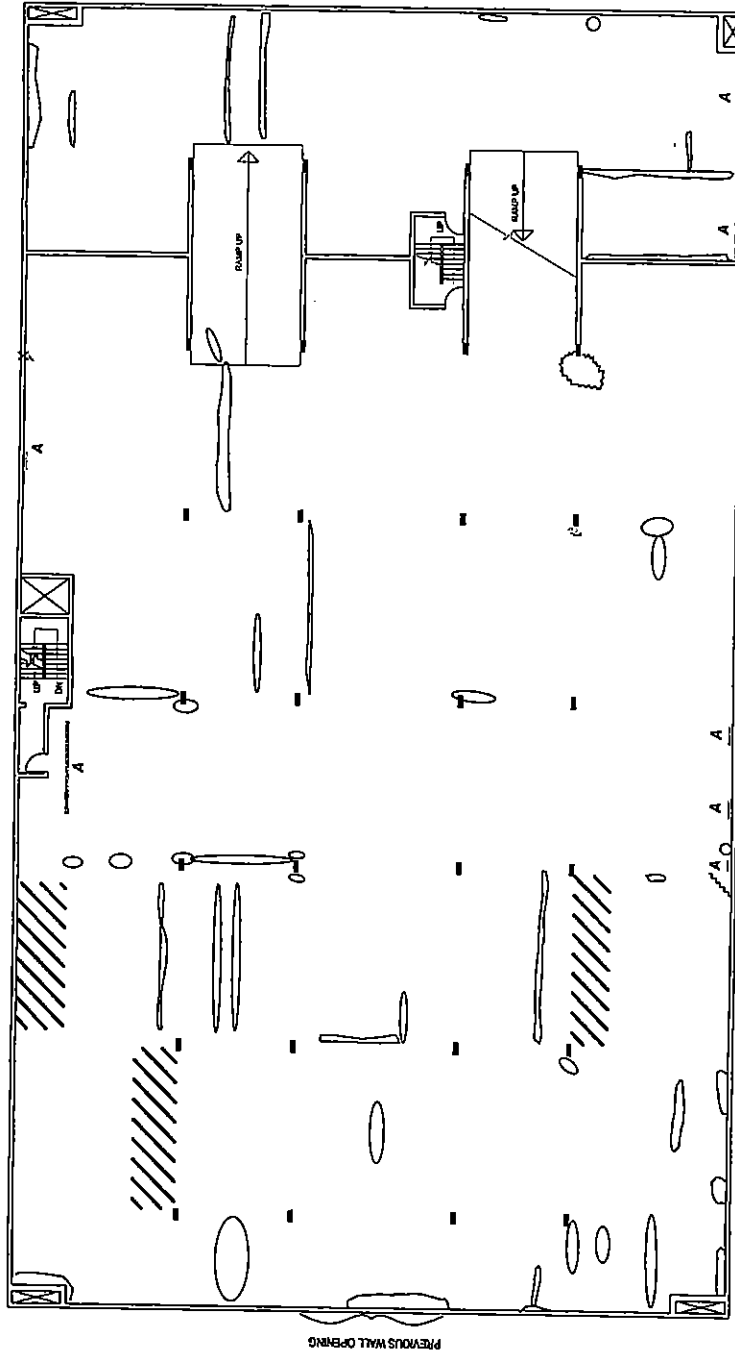






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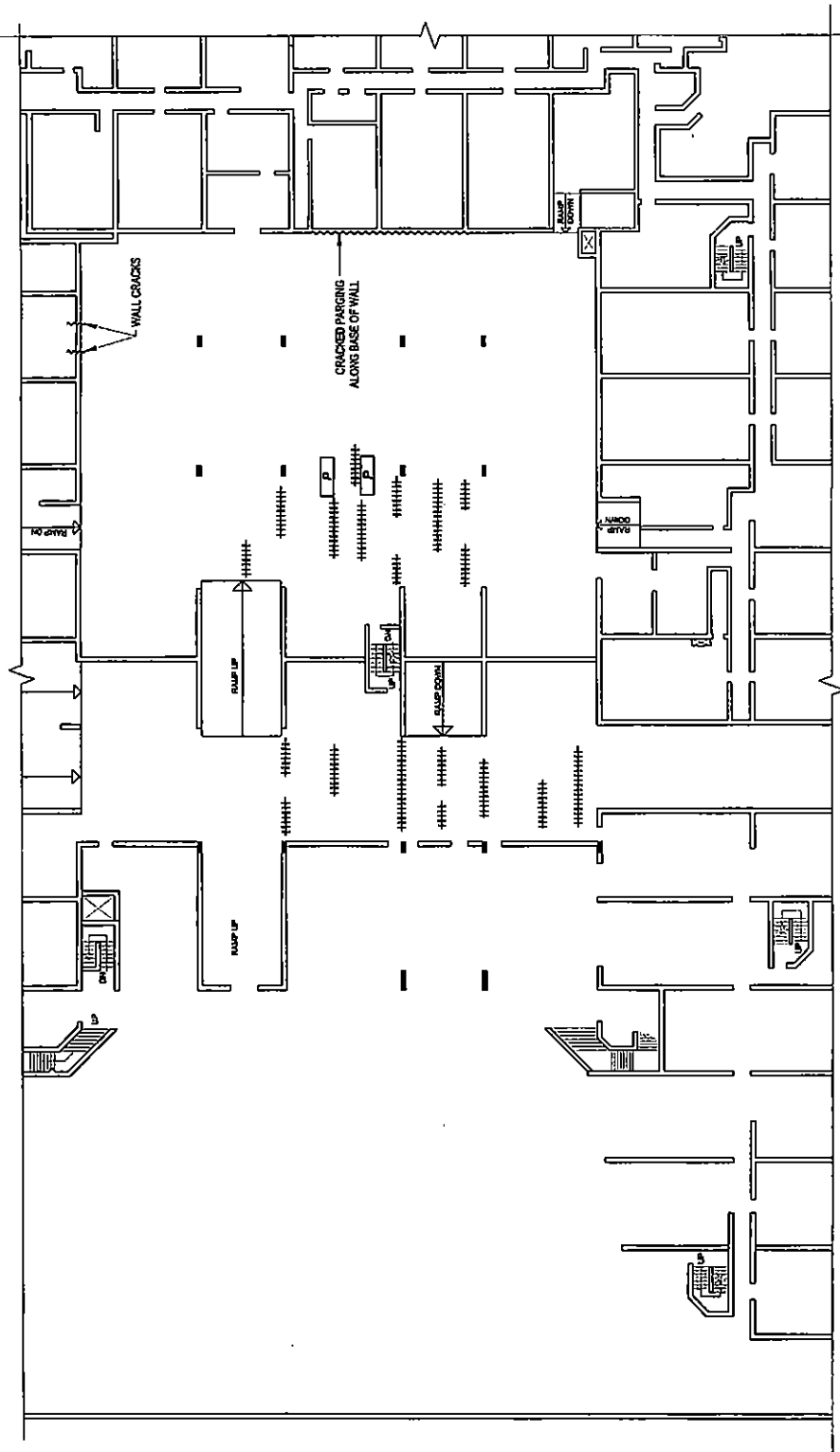
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PARKING LEVEL 7&8		Project No.	205VR812A
TOPSIDE INVESTIGATION		Drawing No.	P-3.1
828 HARBORSIDE DR. SUITE 112, NORTH VANCOUVER, B.C. V7P 3G8		PHONE: 604.974.5575	FAX: 604.971.5573
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LEGEND

	METAL TROUGH		DELAMINATION
	WATER STAIN		CRACK
	EXCESS WATER STAIN		CHIPPED JOINT EDGE
	ACTIVE LEAKAGE		PATCHED AREA
	EFFLORESCENCE		COVERED BAY SOFFIT
	ANCHOR		

Halsall ENGINEERS - CONSULTANTS	1330 Burrard St., 1333 Hornby St. And 550 Drake St., Vancouver PARKING GARAGE INVESTIGATION		Date: 4 March 05 Drawn by: SSJ Project No.: 205H012A Drawing No.: P-3.2
	828 HARBOURSIDE DR., SUITE 112, NORTH VANCOUVER, B.C. V7P 3J9 PHONE: 604.524.5373 FAX: 604.524.5373 www.halsall.com		Scale: NTS Checked by: BSY
	PARKING LEVEL 7&8 SOFFIT INVESTIGATION		



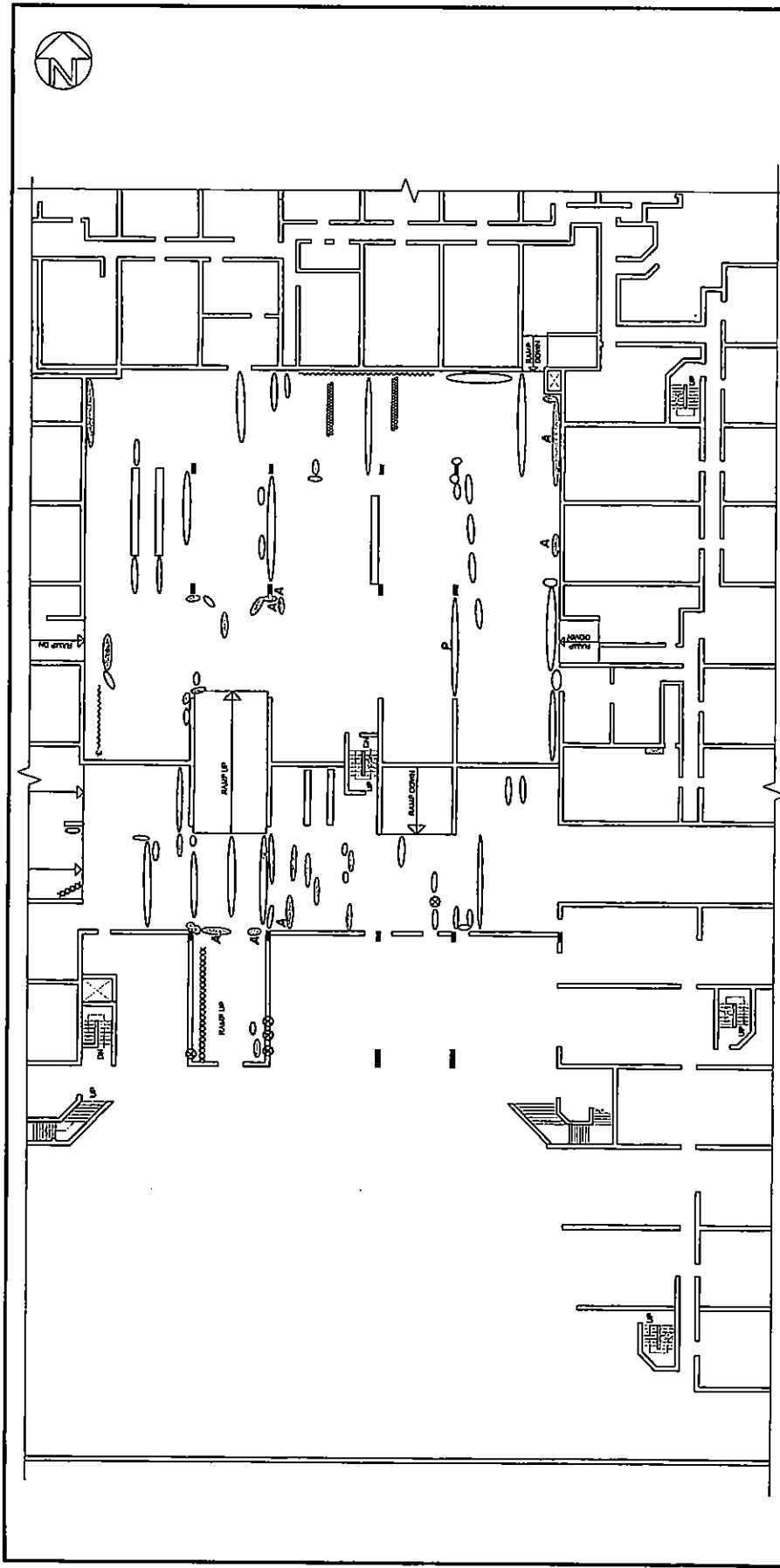
LEGEND

- +++++ DELAMINATION
- ~~~~~ CRACK
- [P] PATCHED AREA

1330 Burrard St., 1330 Hornby St. And 950 Drake St., Vancouver
PARKING GARAGE INVESTIGATION
PARKING LEVEL 1&2
TOPSIDE INVESTIGATION
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Drawn By	4 March 05	Checked By	NTS
Drawn By	SSU	Checked By	BSV
Project No.	2054R012A	Project No.	
Drawing No.		Drawing No.	P-4.1



LEGEND

- | | | | |
|--|--------------------|--|--------------------|
| | METAL TROUGH | | DELAMINATION |
| | WATER STAIN | | CRACK |
| | EXCESS WATER STAIN | | CHIPPED JOINT EDGE |
| | ACTIVE LEAKAGE | | PATCHED AREA |
| | OPEN HOLE | | INJECTION REPAIRS |
| | | | ANCHOR |

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	PARKING LEVEL 1&2 SUPT. INVESTIGATION		285VR012A P-4.2
828 HARBOURSIDE DR., SUITE 112, NORTH VANCOUVER, B.C. V7P 3G8 PHONE: 604.824.5375 FAX: 604.824.5373 www.halsall.com			

APPENDIX G

LIMITATIONS

4

