



November 3, 2014

To the Owners of **PACIFICA, STRATA PLAN LMS 597**

Dear Owner(s):

RE: ANNUAL GENERAL MEETING – NOVEMBER 25, 2014

Your Strata Council and Managing Agent are pleased to provide formal notice of the Annual General Meeting of the Owners of Strata Plan LMS 597 to be held on **Tuesday, November 25, 2014**, at 7:00 p.m., in the Southgate Amenity Room. **Registration will begin at 6:30 p.m.** and we respectfully request your early attendance in order that the meeting may commence on time.

At this Annual General Meeting, the Ownership will be presented with the 2014/2015 Operating Budget, 3/4 vote resolutions regarding funding the 2013/2014 operating deficit of \$28,092; paying off the mortgage of \$34,000 on the strata owned suite; funding the 2014/2015 Capital Plan in the amount of \$448,044, and the election of 2014/2015 Strata Council. Included in this package are the agenda and details of the above.

The Strata Corporation experienced a deficit of \$28,092 for the 2014/2015 fiscal year. Council proposes to fund this deficit amount through a Special Levy due in two installments on February 1, 2015 and May 1, 2015. Strata Council is also proposing an Operating Budget with a 5.2% average increase in the monthly strata fees for the 2014/2015 fiscal year (the average increase in the monthly strata fees last year was 5.25%). The Strata Council is proposing a Special Levy to raise \$34,000 to pay out the mortgage on the strata owned suite (#104B) – these funds would be due in two installments on February 1, 2015 and May 1, 2015

Strata Council is proposing Capital Plan funding in the amount of \$691,251 with a withdrawal from the Contingency Reserve Fund in the amount of \$87,000 and a Special Levy of \$448,044 – again due in two installments on February 1, 2015 and May 1, 2015 (there are currently approved funds in the amount of \$156,207 in the Capital Projects Fund); this will allow the strata corporation to complete the 2015 work as outlined in the Capital Plan and keep the Contingency Reserve Fund balance at the \$360,000 level.

The **Interior Renovation Project** is almost finished, apart from one still-pending elevator-related matter. A surplus in excess of \$60,000 is estimated to remain in the special levy account. By law, this unspent money must be refunded to the Residential Owners; it cannot be redirected for other purposes. Owners can expect their refunds early in 2015.

Should you be unable to attend, a proxy form has been included for an alternative representative to attend and vote on your behalf. Please be advised that a proxy holder need not be a registered owner, but must be appointed by the registered owner. You may fax (604-685-3845) or e-mail Colby Johannson (cjohannson@pacificquorum.com) in our office with your completed proxy form. Please note that you may not appoint the Property Manager as your proxy.

Please note that in accordance with Section 53(2) of the Strata Property Act and LMS 597 Bylaws, those owners whose monthly contributions are not current may not be entitled to vote.

Please review the attached information. Should you have any questions, do not hesitate to contact our office. We look forward to meeting with you on **November 25, 2014**.

Yours truly,

Pacifica Strata Council
Monica Drake
Strata Council President

Pacific Quorum Properties Inc.
as Agent for **LMS 597 - Pacifica**
Michael Henson, Vice President Operations

Notice of Meeting

TO: The Owners, Strata Plan LMS 597

November 3, 2014

FROM: Pacific Quorum Properties, Inc.
#430-1200 West 73rd Avenue
Vancouver, BC, V6P 6G5
Tel: 604-685-3828 Fax: 604-685-3845
badanac@pacificquorum.com

THE ANNUAL GENERAL MEETING OF STRATA PLAN LMS 597 WILL BE HELD:

NOVEMBER 25, 2014 commencing 7:00 P.M. (*registration at 6:30 P.M.*)

LOCATION: Amenity Room, Southgate – 503 West 16th Avenue, Vancouver, BC

AGENDA

1. Call to Order / Introductions
2. Quorum Report / Certification of Proxies / Proof of Notice
3. Adoption of the Special General Meeting Minutes of October 28, 2014
4. President's Report – Strata Council Highlights
5. Committee Reports – Interior Renovation; Gardening/Landscaping; Governance/Bylaws
6. Insurance Overview
7. 3/4 Resolution #2014D to fund the 2013/2014 Operating deficit - \$28,092
8. 3/4 Resolution #2014E to pay off the mortgage on the strata owned suite - \$34,000
9. Consideration of the 2014/2015 Operating Budget
10. 3/4 Resolution #2014F to fund the 2014/2015 Capital Plan - \$448,044
11. Discussion of the Southgate Handicapped Access
12. New Business
13. Election of 2014/2015 Strata Council
14. Adjournment

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Owners may be represented by proxies – a blank proxy is provided for your convenience at the end of this package. A spouse or partner who is not registered on the title **MUST** have a proxy authorization in order to vote.

Strata Property Act Information

The Strata Property Act governs operation of the strata and sets out minimum requirements for conduct of meetings of owners and voting. For your reference, we have included below several applicable provisions from the Act.

Section 1 – Definitions and interpretation:

“3/4 vote” means a vote in favour of a resolution by at least 3/4 of the votes cast by eligible voters who are present, in person or by proxy, at the time the vote is taken and who have not abstained from voting.

“unit entitlement” of a strata lot means the number indicated in the Schedule of Unit Entitlement established under section 246, that is used in calculations to determine the strata lot’s share of (a) the common property and common assets, and (b) the common expenses and liabilities of the strata corporation.

Section 48 – Quorum for Annual or Special General Meeting:

(1) Business must not be conducted at an annual or special general meeting unless a quorum is present.

(2) Subject to the bylaws, a quorum for an annual or special general meeting is eligible voters holding 1/3 of the Strata Corporation’s voters, present in person or by proxy.

(3) Unless otherwise provided in the bylaws, 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 to the same day in the next week at the same place and time but, if on the day to which the meeting is adjourned a quorum described in subsection (2) is not present within 1/2 hour from the time appointed for the meeting, the eligible voters present in person or by proxy constitute a quorum.

Section 54 – The following persons may vote at an Annual or Special General Meeting:

(a) an owner, unless a tenant or mortgagee has the right to vote under paragraph (b) or (c);

(b) a tenant who has been assigned a landlord’s right to vote under section 147 or 148, unless a mortgagee has the right to vote under paragraph (c);

© a mortgagee of a strata lot, but only in respect of insurance, maintenance, finance or other matters affecting the security for the mortgage and only if

(i) the mortgage gives the mortgagee the right to vote, and

(ii) at least 3 days before the meeting the mortgagee has given to the strata corporation, the owner and the tenant referred to in paragraph (b), if any, written notice of the mortgagee’s intention to vote.

Section 56 – Special voters:

- (1) If a person who may vote under section 54 is under 16 years of age, the person's right to vote may be exercised only by the person's parent or guardian.
- (2) If a person who may vote under section 54 lacks the capacity to make a decision for a reason other than being under 16 years of age, the person's right to vote may be exercised only by someone who is legally authorized to act for the person with respect to the strata lot.

Section 56 – Proxies:

- (1) A person who may vote under section 54 or 55 may vote in person or by proxy.
- (2) A document appointing a proxy:
 - (a) must be in writing and be signed by the person appointing proxy,
 - (b) may be either general or for a specific meeting or a special resolution, and
 - © may be revoked at any time.
- (3) Subject to the regulations, any person may be a proxy, except the Strata Manager or other employees of the Strata Corporation.
- (4) A proxy stands in the place of the person appointing the proxy, and can do anything that person can do, including voting, proposing and second motions, and participating in the discussion, unless limited in the appointment document.

Strata Council Highlights - 2013-2014

(Compiled by Strata President for the Annual General Meeting, 25 November 2014)

Throughout this year, the Strata Council, together with Management and Staff, endeavoured to do its best to manage Pacifica's operations and to maintain and renew its assets, as mandated by the Strata Property Act. More specifically, we all worked diligently to resolve problems or concerns raised by individual Owners & Residents. In addition, Council focused its time and attention on the following matters of relevance to all Owners:

- Completing the renovation of the residential interior common areas, thereby comprehensively renewing some of the most visible assets of the strata complex, and doing so under budget and with minimal problems - *see Final Report on Renovation Project for details*
- Undertaking extensive consultations and preparatory work and then convening an SGM to successfully repeal the strata's original sectioned structure and to adapt our existing bylaws to reflect this change - *See Governance/Bylaws Committee report for details & Draft Minutes of 28 October 2014 SGM for results*
- At the Council President's recommendation, adopting a new approach to commissioning capital projects costing more than \$50,000, whereby a formal contracting process would be followed; this immediately replaces the no-longer-adequate practice of having the property manager ask three trades to produce back-of-the-envelope quotes and then accepting the lowest-priced one without drawing up a formal contract -- *See June 17th council minutes for details on the steps in the process and on the first application of the new procedure to major roof-deck remediation work in two Southgate penthouses*
- Commissioning a review of CSA Building Sciences' 2010 maintenance report and expanding its scope to include a roofing condition assessment involving destructive testing of roof-decks and roofs. Council received the report on September 30, 2014, took note of its findings and incorporated its recommendations into the capital plan for 2015 and beyond
- Consulting RDH Building Engineers on the feasibility of undertaking a Building Envelope Condition Assessment (BECA) in 2015, to complement the now-completed roofing assessment from CSA, and of subsequently conducting an Interim Update to its 2013 Depreciation Report. Council recommends accepting RDH's proposal to undertake these tasks and has allocated funding for this work in the capital plan for 2015
- Obtaining a design concept from Pacifica's original landscape architect, Ron Rule, to replace the wooden pergolas in the North courtyard, torn down in 2012 due to their serious deterioration, with steel structures; however, it has proven challenging to secure costed proposals from metal fabricators; therefore, further work on this project has been deferred until such time as someone comes forward to champion it and see it to its successful implementation -- *See Gardening and Landscape Committee Report for more details*
- Grappling with the implications of the strata lawyer's advice that the Strata Corporation is, in fact, responsible for maintenance and repair of in-suite windows, in contradiction to the Strata's 1992 bylaw making Owners responsible for this; adapting to this new reality will continue to be a work-in-progress
- Adjusting to substantial management and personnel changes including (a) transitioning, twice in six months, to new property agents from Pacific Quorum and (b) coping with sudden departure in May 2014 of the assistant caretaker after nine years on staff and recruiting a suitable replacement, only to see him take unpaid leave almost immediately to deal with a serious family emergency overseas. Staffing constraints have led to postponement of certain projects such as re-registration of building-access devices (fobs and remotes) and making more secure spaces available in the parkade for bicycles
- Postponing fire equipment upgrades until new contractors can be recruited to test and inspect existing equipment and to recommend sensible upgrades

- Installing digital, high-definition security cameras for lobbies and parkades to improve tracing of security breaches and thereby enable hardening of targeted areas; only four successful break-and-enter incidents occurred since October 2013, mainly targeting bicycles and some vehicles in the residential parkade. A recent security audit by the Vancouver Police Department actually praised Pacifica for having taken robust measures to date and encouraged us to remain vigilant in future
- Commissioning a second review by CSA Building Sciences of building access conditions for disabled persons at Southgate (a.k.a. the wheelchair access issue), after Owners expressed their opposition to the first proposal for access through the north-side fire exit door. Council has taken note of CSA's report April 2014 report but not focused on it due to the press of more urgent business
- Putting on hold any further work on energy-efficiency retrofitting of Pacifica, mainly due to lack of time and absence of urgency, since the 2013 report found our Strata already well advanced towards energy efficiency

Actions pending for next Council

- Comprehensively review and overhaul Bylaws, with extensive input from Owners and the strata's lawyer; also, potentially, devise a set of Rules to accompany the revised Bylaws
 - Finalize and disseminate a Manual or Handbook on Renovations that integrates new Bylaws and Rules, if any
 - Develop and implement a practical approach to discharging the Strata's responsibility for repairing in-suite windows
 - *Convene a committee to be led by a Southgate volunteer, to consult with other Southgate residents and assess the viability of the two additional wheelchair access options outlined by CSA, one costing at least \$15,000 and the other \$25,000; committee to report back to Council with recommendation for action*
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Interior Common Area Renovation Project – Final Report for November 2014 AGM

Prepared and submitted by Project Leader Monica Drake

- Refurbishment of Pacifica's interior common spaces began in October 2013 and was substantially completed by July 2014; only an elevator-related matter is pending, as of November 2, 2014
- Northgate, Maingate, Southgate and Cityhomes are now equipped with the following new materials and finishes in these areas:
 - Hallways – carpeting; wall & baseboard paint; lighting sconces; smooth ceilings; fire safety signage
 - Lobbies -- porcelain floor tile & baseboards; vinyl wallpaper; wall paint; pendant & wall light fixtures; fire safety signage; metal corner guards in high-traffic areas; pedimats at doorways; millworked cabinets for mail areas; furniture; artwork; 4 exterior & 2 interior pillars repainted
 - Elevator cabins – paint; stainless steel reveals; decorative panels with metal bottom guards; porcelain floor tiles
 - Elevator call devices – new digital position indicators; new switches and rekeying to meet pending BC Safety Authority rules
 - Service doors – signage; paint; lever-type, stainless steel handles; kickplates
 - Southgate Amenity Room – smooth ceilings, wall and baseboard paint, carpets, porcelain tile flooring, new washroom lighting and sink hardware
 - In Cityhomes only – suite-entry doors, frames, and hardware; ceiling-mounted hallway light fixtures; tinted windows on bridge and in hallways; vinyl flooring on bridge, new elevator ceiling with pot lights
- The project has been successfully completed **UNDER THE BUDGET** of \$881,500 allocated for it. As soon as the books are closed, Residential Owners will be receiving their share of the \$60,000+ surplus, or nearly 7% of the special levy approved in November 2012
- This positive financial result can be attributed to these actions and decisions by Council and the Renovation Committee:
 - Committing massive volunteer time over two years to planning the project, working with design experts to select suitable materials and finishes, conducting due diligence on prospective contractors, following a defined process for contract award and staying closely involved throughout project implementation
 - Engaging a well-qualified Strata Representative instead of a full-scale project manager; this saved money while still assuring quality control and certification of the contractor's invoices
 - Obtaining legal help with the contracting process at the outset; this enabled smooth project implementation at minimal expense
 - Contracting Pacific Quorum for a modest fee to administer the special levy funds and efficiently process project invoices
 - Redeploying a \$5,100 surplus in the allocation for signage, thereby making possible the purchase and installation of artwork to complete the lobbies

Heartfelt thanks are due to **Allisa Karvonen** and her team at **Insight Design Group**; lawyer **Allyson Baker** for her guidance on contracting; **Tercera Construction's** Dennis Donovan and project manager **Steve Moore**; **Rob Capar** of 'maison d'être design build' for serving as the Strata Representative, for solving problems and for providing support to the project leader; Rodney Cirrol Clark at **ArtWorks Gallery** for help with the artwork; and to our own **Facilities Manager Ross Abercrombie** for smoothly facilitating the project's implementation every step of the way.

**THANK YOU TO THE MANY RENOVATION COMMITTEE VOLUNTEERS & PROJECT SUPPORTERS
FOR THEIR TIME AND EFFORT
AND TO ALL PACIFICA RESIDENTS FOR THEIR PATIENCE AND COOPERATION
DURING THE PROJECT'S CONSTRUCTION**

Report on Gardening & Landscaping Activities – 2013-2014

Compiled and submitted by Committee Leader Monica Drake

The following activities were completed in Pacifica's gardens between December 2013 and September 2014, under the general guidance of the Gardening/Landscaping Committee led by Monica Drake.

1. Garden Improvements Projects by Jim Circo

- Removed overgrown rhododendrons and camellias in front of Maingate, made the low boxwood hedge visible again, added azaleas and pachysandra ground cover and planted a 4-foot cedar hedge around two patios
- Removed six large rhodos and trimmed back other rhodos on south side of Maingate
- Removed laurel at southwest corner of Southgate, planting hostas, astilbies and pachysandra
- Removed eight overgrown mock orange trees from front entrances of townhouses on Promenade Mews
- Relocated two large planters to beautify the Maingate portico

2. Tree Maintenance Work by Davey Tree (done in December 2013)

- Pruned three Dogwoods along South wall of Southgate
- Removed two dead Vine Maples above 16th Ave parkade entrance ramp & ground stumps below grade
- Pruned four Armstrong Maples near pool
- Pruned two Red Maples in North courtyard
- Removed one Vine Maple at Northwest corner of Northgate, ground stump below grade and provided permit
- Pruned two Hedge Maples and six Vine Maples along Northgate's West 14th Avenue side

3. Pergola Replacement Planning in North Courtyard

- Commissioned and received a design concept from Ron Rule, Pacifica's original landscape architect, to replace the now-removed wooden pergolas around the North Courtyard pond area
 - Design concept calls for steel structures with trellis-like features and incorporated lighting elements
 - Efforts during 2014 to secure costed quotes from metal fabricators for implementing the design were unsuccessful
- The Garden Committee is urged to try again in the new year to find options for implementing the Ron Rule design concept; perhaps focusing on material other than steel would be productive

4. Options for Lawn Improvements in South Courtyard

- At Ron Rule's suggestion, the possibility of replacing the lawn in the South Courtyard with a high-grade artificial turf was briefly investigated
 - Precision-Greens toured the site in mid-April 2014 and provided three samples of artificial turn they install
 - Precision-Greens subsequently provided quotes for two different brands of turf; one quote was for \$67,400 and the other for \$79,450
- In light of these high costs and of related concerns about possible impacts on the rest of the Courtyard, the Committee decided not to pursue artificial turf installation at this time

5. Planning for 2014-2015

- Jim Circo is proposing to beautify the south verge of the North Courtyard where the rose bushes are withering and the light and soil conditions are challenging
- Davey Tree proposes four tree removal and pruning activities on a high priority basis
- Funding for these proposals has been included in the 2015 capital plan and operating budget

The Gardening/Landscaping Committee is seeking to renew and expand its membership. Interested parties should contact Monica Drake.

Master gardening credentials not required – just interest, enthusiasm & some time!

Report on Strata Governance Work – 2013-2014

Compiled and submitted by Strata President Monica Drake

Much time and effort was invested this year by council, owner-volunteers and management to deal once and for all with Pacifica LMS597's status as a strata with two sections, as decided by the original Developer in 1992. Owners had made a good-faith attempt in 2001 to repeal the sections but had inadvertently not voted properly; this was discovered by the strata's lawyer in 2012, in connection with something unrelated. Here are highlights of this year's work on this complex matter.

Strata's Residential and Commercial Sections

1. Outreach to commercial lot owners to build awareness of the issue
2. Election at 2013 AGM of dentist Dr. Isabella Wang to represent the commercial owners on council
3. Commercial section issues feature as agenda item for every council meeting during 2013-2014
4. Volunteer committee convened, including a commercial section person, to develop a more user-friendly template for Pacifica's hodge-podge of bylaws, so as to clarify the respective roles and responsibilities of sections and the corporation
5. Draft revised template is sent to council, which forwards it to the strata lawyer for review and polishing
6. Strata lawyer seeks meeting with council and management representatives to figure out precisely which parties – residential section, commercial section or strata corporation – should be responsible for maintenance and management of each separate building asset; only after this is sorted out can she prepare appropriate bylaws
7. Analyze asset inventory to determine these allocations; conclude that very few assets can be attributed exclusively to one section or the other
8. Discuss with commercial owners' reps, committee members and council relative pros & cons of remaining sectioned versus becoming a unified strata
9. Consensus emerges to opt for simpler solution suggested by lawyer: repeal sections & make minimal adjustments to bylaws now to reflect this change; full-scale bylaw review and rewriting can be done at a later time
10. Convene SGM to vote on the repeal of sections and adoption of bylaws
11. 28 October 2014 SGM successful, with high turnout (12 out of 18 commercial owners represented and 97 out of 189 residential owners) and full support for resolutions under consideration

Strata Governance Work Pending for 2014-2015

1. Reconvene committee of volunteers, with cross-strata representation, to completely overhaul bylaws to reflect today's realities at Pacifica and current SPA and other legislation; if necessary, compile Rules to accompany Bylaws
2. Consult owners broadly about revisions that *substantially* change the intent of existing bylaws
3. Convene SGM to vote on new bylaws
4. Complete and disseminate a manual or handbook for owners to follow when undertaking in-suite renovations
5. Compile lists of materials specifications (hardwood flooring, window tinting, suite-entry door hardware) owners must use when renovating



HUB International Coastal Insurance Brokers

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TF: 1-800-665-3310 www.hubcoastal.ca E: coastalinfo@hubinternational.com

Policy No. CLMS597

DECLARATIONS

Name of Insured:	The Owners of Strata Plan LMS 597 The Pacifica
Location Address:	Cambie Street between 14th & 16th Avenues, Vancouver, BC, V5Z
Additional Named Insured:	Pacific Quorum Properties Inc, 430 - 1200 West 73rd Avenue, Vancouver, BC V6P 6G5
Policy Period:	12/31/13 to 12/31/14 (mm/dd/yy) 12:01 a.m. Standard Time
Loss Payable to:	The Insured or Order in Accordance with the Strata Property Act of British Columbia.
Insurers:	As Per List of Participating Insurers Attached.

Insurance is provided subject to the Declarations, Terms, Conditions, Limitations and Endorsements of this policy and only for those coverages for which specific limits or amounts of Insurance are shown on this Declaration Page.

INSURING AGREEMENTS	Deductibles (\$)	Limits (\$)
PROPERTY COVERAGES – STR.(06/08) All Property, All Risks, Guaranteed Replacement Cost, Bylaws Water Damage Backup of Sewers, Sumps, Septic Tanks or Drains Earthquake Damage Flood Damage Key & Lock	1,000 15,000 15,000 10% 10,000 250	82,350,000 Included Included Included Included 10,000
BLANKET EXTERIOR GLASS INSURANCE - Form 820000 (02/06) Residential Commercial	100 250	Blanket
COMMERCIAL GENERAL LIABILITY - Form 000102-10 (04/10) Each Occurrence Limit Coverage A - Bodily Injury & Property Damage Liability - <i>Per Occurrence</i> Products & Completed Operations - <i>Aggregate</i> Coverage B - Personal Injury Liability - <i>Per Occurrence</i> Non-Owned Automobile - SPF #6 - Form 335002-02 - <i>Per Occurrence</i>	2,500 2,500 2,500	10,000,000 10,000,000 15,000,000 10,000,000 10,000,000
STRATA DIRECTORS & OFFICERS LIABILITY - Form NP-397749 (03/12)	Nil	2,000,000
POLLUTION & REMEDIATION LEGAL LIABILITY - Form XLICL-PARL6CP-CN0510 (01/11) Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense	10,000 Retention	1,000,000
VOLUNTEER ACCIDENT INSURANCE PLAN - Plan I Principal Sum - \$100,000 Weekly Accident Indemnity - \$500 (maximum 52 weeks) Accident Expenses - various up to \$10,000 (see policy wording) Dental Expense - \$2,500	7 Day Waiting Period	100,000
COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION - Form 500000 (01/00) Coverage I Employee Dishonesty - Form A - <i>Aggregate</i> Coverages II, III, IV and V - Broad Form Money & Securities - <i>Aggregate Limit each coverage</i>	Nil Nil	25,000 10,000
EQUIPMENT BREAKDOWN I Standard Comprehensive Plus, Replacement Cost - Form C780016 (01/11) II Consequential Damage, 90% Co-Insurance - Form C780032 (01/11) III Extra Expense - Form C780033 (01/11) IV Ordinary Payroll - 90 Days - Form C780034 (01/11)	2,500 2,500 24 Hour Waiting Period 24 Hour Waiting Period	82,350,000 25,000 100,000 100,000
PRIVACY BREACH SERVICES	Nil	25,000

ALL COVERAGES SUBJECT TO POLICY DEFINITIONS

This Policy contains a clause(s), which may limit the amount payable. This policy shall not be valid or binding unless countersigned by a duly Authorized Representative of the Insurer. For the purposes of the Insurance Companies Act (Canada), this document was issued in accordance in the course of Allianz Global Risks US Insurance Company business in Canada.

Vice President
HUB International Coastal Insurance Brokers



HUB International Coastal Insurance Brokers

400 - 4350 Still Creek Drive, Burnaby, BC V5C 0G5 T: 604-269-1000 F: 604-269-1001
TF: 1-800-665-3310 www.hubcoastal.ca E: coastalinfo@hubinternational.com

Name of Insured:	The Owners of Strata Plan LMS 597 The Pacifica
Location Address:	Cambie Street between 14th & 16th Avenues, Vancouver, BC, V5Z
Additional Named Insured:	Pacific Quorum Properties Inc, 430 - 1200 West 73rd Avenue, Vancouver, BC V6P 6G5
Policy Period:	12/31/13 to 12/31/14 (mm/dd/yy) 12:01 a.m. Standard Time

Other Services and Service Providers

PLATINUM LEGAL SERVICES RETAINER – CLARK WILSON LLP Legal advice and exclusive benefits. See Contract for details. Limits: Per claim - \$300,000 / Per term - \$1,500,000	\$1040
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Balance Sheet (Accrual)
LMS 597 Pacifica - (lms597)
September 2014

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ASSETS

Bank - Operating Funds Account	1,167.42
Bank - Special Levy Funds Account	73,710.80
Bank - Contingency Reserve Account	326,169.33
CRF - Scotia GIC (1.25%;Jan-2014)	81,402.00
CRF - Interfund Loan (Insurance)	28,321.80
Petty Cash	500.00
Accounts Receivable	18,341.46
Prepaid Expenses	6,521.30
Prepaid Insurance	35,402.25

Fixed Assets

Caretaker's Suite	141,107.00
Membership Shares (VanCity)	113.13

TOTAL ASSETS

712,756.49

LIABILITIES & EQUITY

Liabilities

Accounts Payable	31,376.53
Interfund Loan Payable	28,321.80
Prepaid Maintenance Fees	4,346.63
Dryer Vent Reserve	4,749.76
Garden Reserve	2,766.75
Mortgage Payable	34,587.01
Accrued Liabilities	26,149.20

Total Liabilities

132,297.68

Equity

Caretaker Suite Equity	106,633.12
Current - Surplus (Deficit)	-28,092.24

Contingency Reserve Fund	271,413.89
Capital Projects Fund	156,793.24
	<u>428,207.13</u>

Special Levy Fund (2012F & 2012G)	73,710.80
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Total Equity	<u>580,458.81</u>
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TOTAL LIABILITIES & EQUITY

712,756.49

Budget Comparison (Accrual)
Consolidated Statement
September 2014

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	MTD Actual	MTD Budget	\$ Var.	% Var.	YTD Actual	YTD Budget	\$ Var.	% Var.	Annual
INCOME									
3110 Strata Fees	86,917.99	86,938.50	-20.51	-0.02	1,043,091.79	1,043,262.00	-170.21	-0.02	1,043,262.00
3114 Amenity Income	825.00	875.00	-50.00	-5.71	7,825.00	10,500.00	-2,675.00	-25.48	10,500.00
3116 Parking Income	1,260.00	1,083.37	176.63	16.30	15,742.50	13,000.00	2,742.50	21.10	13,000.00
3117 Move-in/out Fees	0.00	250.00	-250.00	-100.0	4,100.00	3,000.00	1,100.00	36.67	3,000.00
3118 Storage Lockers Rental	0.00	500.00	-500.00	-100.0	6,600.00	6,000.00	600.00	10.00	6,000.00
3119 Fines/Penalties	600.00	166.63	433.37	260.0	4,330.50	2,000.00	2,330.50	116.53	2,000.00
3120 Interest Income	80.25	50.00	30.25	60.50	764.02	600.00	164.02	27.34	600.00
3125 Miscellaneous	148.26	104.13	44.13	42.38	1,808.26	1,250.00	558.26	44.66	1,250.00
3126 Novus Income	37.48	5.87	31.61	538.5	113.49	70.00	43.49	62.13	70.00
3127 Bottle Recycling	94.75	16.63	78.12	469.7	1,221.82	200.00	1,021.82	510.9	200.00
3130 Caretaker Suite Rental	630.00	630.00	0.00	0.00	7,560.00	7,560.00	0.00	0.00	7,560.00
TOTAL INCOME	90,593.73	90,620.13	-26.40	-0.03	1,093,157.38	1,087,442.00	5,715.38	0.53	1,087,442.00
EXPENSE									
<i>General Expenses</i>									
4010 Bank Charges	107.10	116.63	9.53	8.17	1,454.40	1,400.00	-54.40	-3.89	1,400.00
4014 Insurance	11,800.75	11,666.63	-134.12	-1.15	139,243.03	140,000.00	756.97	0.54	140,000.00
4016 Legal/Audit Fees	0.00	83.37	83.37	100.0	2,244.65	1,000.00	-1,244.65	-124.4	1,000.00
4018 Administration	568.25	416.63	-151.62	-36.39	8,655.49	5,000.00	-3,655.49	-73.11	5,000.00
4019 Duplicating	22.00	250.00	228.00	91.20	3,134.68	3,000.00	-134.68	-4.49	3,000.00
4020 Management Fees	4,388.48	4,388.87	0.39	0.01	52,662.81	52,666.00	3.19	0.01	52,666.00
4045 Enterphone	0.00	0.00	0.00	0	89.58	0.00	-89.58	0	0.00
4050 Telephone	160.80	125.00	-35.80	-28.64	1,875.68	1,500.00	-375.68	-25.05	1,500.00
4110 Amenity Areas	3,239.23	1,041.63	-2,197.60	-210.9	13,570.00	12,500.00	-1,070.00	-8.56	12,500.00
4126 Security Maintenance	832.56	1,083.37	250.81	23.15	14,806.36	13,000.00	-1,806.36	-13.90	13,000.00
4128 Move Monitoring	0.00	200.00	200.00	100.0	1,996.32	2,400.00	403.68	16.82	2,400.00
4129 Fire/Security Monitoring	1,447.39	2,083.37	635.98	30.53	22,233.23	25,000.00	2,766.77	11.07	25,000.00
<i>Utilities</i>									
4210 Electricity	15,304.61	7,083.37	-8,221.24	-116.0	96,995.37	85,000.00	-11,995.37	-14.11	85,000.00
4212 Gas	4,210.58	5,833.37	1,622.79	27.82	79,585.30	70,000.00	-9,585.30	-13.69	70,000.00
4214 Water & Sewer	9,000.00	5,500.00	-3,500.00	-63.64	66,094.91	66,000.00	-94.91	-0.14	66,000.00
4216 Waste Removal	2,006.33	2,950.00	943.67	31.99	34,817.37	35,400.00	582.63	1.65	35,400.00
<i>Repairs & Maintenance</i>									
4310 Elevator Maintenance	3,923.20	4,000.00	76.80	1.92	49,662.16	48,000.00	-1,662.16	-3.46	48,000.00
4318 R & M Building	9,613.68	8,750.00	-863.68	-9.87	100,135.03	105,000.00	4,864.97	4.63	105,000.00
4319 Mechanical Maintenance	3,371.56	1,666.63	-1,704.93	-102.3	34,013.96	20,000.00	-14,013.96	-70.07	20,000.00
4330 Landscaping Maintenance	3,197.25	3,416.63	219.38	6.42	41,032.95	41,000.00	-32.95	-0.08	41,000.00
4333 Tree Maintenance	0.00	333.37	333.37	100.0	2,987.25	4,000.00	1,012.75	25.32	4,000.00
4335 Landscaping Improvements	0.00	83.37	83.37	100.0	983.85	1,000.00	16.15	1.62	1,000.00
4350 Supplies / Equipment	216.78	875.00	658.22	75.23	9,493.15	10,500.00	1,006.85	9.59	10,500.00
4352 Window Cleaning	0.00	816.63	816.63	100.0	9,418.50	9,800.00	381.50	3.89	9,800.00
4353 Dryer Vent Cleaning	333.33	500.00	166.67	33.33	5,133.96	6,000.00	866.04	14.43	6,000.00
<i>Caretaker Expenses</i>									
4410 Mortgage (S/L#141)	677.36	880.87	203.51	23.10	9,416.15	10,570.00	1,153.85	10.92	10,570.00
4420 Strata Fees - Suite	232.14	242.13	9.99	4.13	2,785.68	2,906.00	120.32	4.14	2,906.00
4425 Strata Suite - Expenses	0.00	41.63	41.63	100.0	371.55	500.00	128.45	25.69	500.00
4440 Telephone / Pager	92.96	150.00	57.04	38.03	1,808.57	1,800.00	-8.57	-0.48	1,800.00
4450 Caretaking/Janitorial	13,504.78	13,125.00	-379.78	-2.89	159,547.64	157,500.00	-2,047.64	-1.30	157,500.00
<i>Other Expenses</i>									
4590 Contingency Reserve Fund	12,916.67	12,916.63	-0.04	0.00	155,000.04	155,000.00	-0.04	0.00	155,000.00
TOTAL EXPENSE	101,167.79	90,620.13	-10,547.66	-11.64	1,121,249.62	1,087,442.00	-33,807.62	-3.11	1,087,442.00
NET INCOME	-10,574.06	0.00	-10,574.06	0	-28,092.24	0.00	-28,092.24	0	0.00

3/4 VOTE RESOLUTION #2014D

of

THE OWNERS, STRATA PLAN LMS 597

(RECOGNITION OF OPERATING DEFICIT AND REPLENISHMENT BY SPECIAL LEVY)

RATIONALE:

As with all budgets some expense allocations were over budget and some were under budget – the net result was a \$28,092 deficit.

WHEREAS:

- A. the Strata Corporation experienced a deficit of **\$28,092** for the fiscal year ending September 30, 2014.
- B. the Strata Corporation wishes to fund the cost of the deficit by way of a special levy in the maximum amount of **\$28,092** to be approved herein (the “**Operating Special Levy**”); and
- C. pursuant to section 108 of the *Strata Property Act* (the “SPA”), a Strata Corporation requires the approval of the owners by way of a 3/4 vote resolution to impose a special levy on the strata lots.

BE IT RESOLVED by a 3/4 vote resolution of the Strata Corporation that:

- (a) pursuant to Section 108 of the SPA, the Strata Corporation be and is hereby authorized to impose the Operating Special Levy (being the aggregate sum of **\$28,092**) on the strata lots comprising the Strata Corporation in proportion to unit entitlement of each strata lot and in amounts shown opposite each strata lot in the attached schedule (attached hereto and forming part of this resolution),
- (b) each strata lot’s share of the Operating Special Levy is due and payable immediately on the passage of this resolution. For the convenience of owners, owners may pay their strata lot’s share of the Operating Special Levy by two installments on February 1, 2015 and May 1, 2015 in accordance with the schedule.
- (c) The special levy funds in the amount of **\$28,092** shall be contributed to the Operating Fund as repayment of the 2013/2014 Operating Deficit.

Note: In the event that an owner fails to pay the special levy by the due date, the Strata Council may proceed to take any available steps to collect the arrears, including the filing of a lien against the property and commencing proceedings in BC Supreme Court to sell the strata lot under sections 116 and 117 of the *Strata Property Act*.

END OF RESOLUTION #2014D

3/4 VOTE RESOLUTION #2014E

of

THE OWNERS, STRATA PLAN LMS 597 (PAY OUT OF THE STRATA OWNED SUITE MORTGAGE)

RATIONALE:

The Strata Corporation is the registered owner of Strata Lot 141 (suite #104B). There is currently a mortgage with an approximate balance of \$34,000 registered against the title of the strata lot. The Strata Corporation wished to pay out the mortgage at the January 2015 renewal date.

WHEREAS:

- A. the Strata Corporation wishes to pay out the mortgage registered against the strata owned suite
- C. the Strata Corporation wishes to fund the cost of the mortgage pay out by way of a special levy in the maximum amount of **\$34,000** to be approved herein (the "**Mortgage Special Levy**"); and
- C. pursuant to section 108 of the *Strata Property Act* (the "**SPA**"), a Strata Corporation requires the approval of the owners by way of a 3/4 vote resolution to impose a special levy on the strata lots.

BE IT RESOLVED by a 3/4 vote resolution of the Strata Corporation that:

- (a) pursuant to Section 108 of the SPA, the Strata Corporation be and is hereby authorized to impose the Mortgage Special Levy (being the aggregate sum of **\$34,000**) on the strata lots comprising the Strata Corporation in proportion to unit entitlement of each strata lot and in amounts shown opposite each strata lot in the attached schedule (attached hereto and forming part of this resolution),
- (b) each strata lot's share of the Mortgage Special Levy is due and payable immediately on the passage of this resolution. For the convenience of owners, owners may pay their strata lot's share of the Mortgage Special Levy by two installments on February 1, 2015 and May 1, 2015 in accordance with the attached schedule.
- (c) the strata corporation is authorized to use the Contingency Reserve Fund for interim funding of the mortgage pay out with any funds withdrawn (maximum \$34,000) to be repaid to the Contingency Reserve Fund from the collection of the Mortgage Special Levy.

Note: In the event that an owner fails to pay the special levy by the due date, the Strata Council may proceed to take any available steps to collect the arrears, including the filing of a lien against the property and commencing proceedings in BC Supreme Court to sell the strata lot under sections 116 and 117 of the *Strata Property Act*.

END OF RESOLUTION #2014E

PACIFICA - STRATA LMS 597
SPECIAL ASSESSMENTS
AGM - NOVEMBER 25, 2014

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PACIFICA - STRATA LMS 597
SPECIAL ASSESSMENTS
AGM - NOVEMBER 25, 2014

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PACIFICA - STRATA LMS 597
SPECIAL ASSESSMENTS
AGM - NOVEMBER 25, 2014

Strata Lot	Suite #	Unit Entitlement	#2014D \$28,092.00	DUE FEB 1, 2015	DUE MAY 1, 2015	#2014E \$34,000.00	DUE FEB 1, 2015	DUE MAY 1, 2015	#2014F \$448,044.00	DUE FEB 1, 2015	DUE MAY 1, 2015
			FUNDING FOR OPERATING DEFICIT			PAY OUT MORTGAGE			CAPITAL PLAN SPECIAL LEVY		
187	B509	128	143.13	71.57	71.56	173.23	86.62	86.61	2,282.84	1,141.42	1,141.42
188	B601	145	162.14	81.07	81.07	196.24	98.12	98.12	2,586.04	1,293.02	1,293.02
189	B602	114	127.48	63.74	63.74	154.29	77.15	77.14	2,033.16	1,016.58	1,016.58
190	B603	114	127.48	63.74	63.74	154.29	77.15	77.14	2,033.16	1,016.58	1,016.58
191	B604	91	101.76	50.88	50.88	123.16	61.58	61.58	1,622.96	811.48	811.48
192	B605	98	109.59	54.80	54.79	132.63	66.32	66.31	1,747.80	873.90	873.90
193	B606	70	78.28	39.14	39.14	94.74	47.37	47.37	1,248.43	624.22	624.21
194	B607	69	77.16	38.58	38.58	93.38	46.69	46.69	1,230.60	615.30	615.30
195	B608	70	78.28	39.14	39.14	94.74	47.37	47.37	1,248.43	624.22	624.21
196	B701	145	162.14	81.07	81.07	196.24	98.12	98.12	2,586.04	1,293.02	1,293.02
197	B702	114	127.48	63.74	63.74	154.29	77.15	77.14	2,033.16	1,016.58	1,016.58
198	B703	114	127.48	63.74	63.74	154.29	77.15	77.14	2,033.16	1,016.58	1,016.58
199	B704	91	101.76	50.88	50.88	123.16	61.58	61.58	1,622.96	811.48	811.48
200	B705	98	109.59	54.80	54.79	132.63	66.32	66.31	1,747.80	873.90	873.90
201	B706	70	78.28	39.14	39.14	94.74	47.37	47.37	1,248.43	624.22	624.21
202	B707	69	77.16	38.58	38.58	93.38	46.69	46.69	1,230.60	615.30	615.30
203	B708	70	78.28	39.14	39.14	94.74	47.37	47.37	1,248.43	624.22	624.21
204	B801	208	232.59	116.30	116.29	281.51	140.76	140.75	3,709.62	1,854.81	1,854.81
205	B802	208	232.59	116.30	116.29	281.51	140.76	140.75	3,709.62	1,854.81	1,854.81
206	B803	205	229.24	114.62	114.62	277.45	138.73	138.72	3,656.12	1,828.06	1,828.06
207	B804	205	229.24	114.62	114.62	277.45	138.73	138.72	3,656.12	1,828.06	1,828.06
BUILDING C - NORTHGATE - 518 WEST 14TH AVENUE											
63	C1	69	77.16	38.58	38.58	93.38	46.69	46.69	1,230.60	615.30	615.30
64	C2	42	46.97	23.49	23.48	56.84	28.42	28.42	749.06	374.53	374.53
65	C3	42	46.97	23.49	23.48	56.84	28.42	28.42	749.06	374.53	374.53
66	C4	42	46.97	23.49	23.48	56.84	28.42	28.42	749.06	374.53	374.53
67	C5	64	71.57	35.79	35.78	86.62	43.31	43.31	1,141.42	570.71	570.71
59	C101	166	185.63	92.82	92.81	224.66	112.33	112.33	2,960.56	1,480.28	1,480.28
60	C102	84	93.93	46.97	46.96	113.69	56.85	56.84	1,498.12	749.06	749.06
61	C103	86	96.17	48.09	48.08	116.39	58.20	58.19	1,533.79	766.89	766.89
62	C104	72	80.51	40.26	40.25	97.44	48.72	48.72	1,284.10	642.05	642.05
68	C201	118	131.95	65.98	65.97	159.70	79.85	79.85	2,104.50	1,052.25	1,052.25
69	C202	131	146.49	73.25	73.24	177.29	88.65	88.64	2,336.35	1,168.18	1,168.17
70	C203	125	139.78	69.89	69.89	169.17	84.59	84.58	2,229.34	1,114.67	1,114.67
71	C204	137	153.20	76.60	76.60	185.42	92.71	92.71	2,443.36	1,221.68	1,221.68
72	C205	84	93.93	46.97	46.96	113.69	56.85	56.84	1,498.12	749.06	749.06
73	C206	84	93.93	46.97	46.96	113.69	56.85	56.84	1,498.12	749.06	749.06
74	C207	103	115.18	57.59	57.59	139.40	69.70	69.70	1,836.98	918.49	918.49
75	C208	78	87.22	43.61	43.61	105.56	52.78	52.78	1,391.11	695.56	695.55
77	C301	104	116.30	58.15	58.15	140.75	70.38	70.37	1,854.81	927.41	927.40
78	C302	118	131.95	65.98	65.97	159.70	79.85	79.85	2,104.50	1,052.25	1,052.25
79	C303	131	146.49	73.25	73.24	177.29	88.65	88.64	2,336.35	1,168.18	1,168.17

PACIFICA - STRATA LMS 597
SPECIAL ASSESSMENTS
AGM - NOVEMBER 25, 2014

Strata Lot	Suite #	Unit Entitlement	#2014D		#2014E		#2014F	
			\$28,092.00	FUNDING FOR OPERATING DEFICIT	\$34,000.00	PAY OUT MORTGAGE	\$448,044.00	CAPITAL PLAN SPECIAL LEVY
80	C304	125	139.78	69.89	169.17	84.59	2,229.34	1,114.67
81	C305	137	153.20	76.60	185.42	92.71	2,443.36	1,221.68
82	C306	84	93.93	46.97	113.69	56.85	1,498.12	749.06
83	C307	84	93.93	46.97	113.69	56.85	1,498.12	749.06
84	C308	131	146.49	73.25	177.29	88.65	2,336.35	1,168.17
85	C309	106	118.53	59.27	143.46	71.73	1,890.48	945.24
86	C310	116	129.71	64.86	156.99	78.50	2,068.83	1,034.42
87	C311	140	156.55	78.28	189.48	94.74	2,496.86	1,248.43
76	C312	166	185.63	92.82	224.66	112.33	2,960.56	1,480.28
89	C401	104	116.30	58.15	140.75	70.38	1,854.81	927.41
90	C402	118	131.95	65.98	159.70	79.85	2,104.50	1,052.25
91	C403	131	146.49	73.25	177.29	88.65	2,336.35	1,168.17
92	C404	125	139.78	69.89	169.17	84.59	2,229.34	1,114.67
93	C405	137	153.20	76.60	185.42	92.71	2,443.36	1,221.68
94	C406	84	93.93	46.97	113.69	56.85	1,498.12	749.06
95	C407	84	93.93	46.97	113.69	56.85	1,498.12	749.06
96	C408	131	146.49	73.25	177.29	88.65	2,336.35	1,168.17
97	C409	106	118.53	59.27	143.46	71.73	1,890.48	945.24
98	C410	116	129.71	64.86	156.99	78.50	2,068.83	1,034.42
99	C411	140	156.55	78.28	189.48	94.74	2,496.86	1,248.43
88	C412	166	185.63	92.82	224.66	112.33	2,960.56	1,480.28
101	C501	104	116.30	58.15	140.75	70.38	1,854.81	927.41
102	C502	118	131.95	65.98	159.70	79.85	2,104.50	1,052.25
103	C503	120	134.19	67.10	162.41	81.21	2,140.17	1,070.08
104	C504	134	149.84	74.92	181.35	90.68	2,389.85	1,194.92
105	C505	102	114.06	57.03	138.05	69.03	1,819.14	909.57
106	C506	84	93.93	46.97	113.69	56.85	1,498.12	749.06
107	C507	131	146.49	73.25	177.29	88.65	2,336.35	1,168.17
108	C508	106	118.53	59.27	143.46	71.73	1,890.48	945.24
109	C509	116	129.71	64.86	156.99	78.50	2,068.83	1,034.42
110	C510	140	156.55	78.28	189.48	94.74	2,496.86	1,248.43
100	C511	166	185.63	92.82	224.66	112.33	2,960.56	1,480.28
112	C601	79	88.34	44.17	106.92	53.46	1,408.94	704.47
113	C602	118	131.95	65.98	159.70	79.85	2,104.50	1,052.25
114	C603	120	134.19	67.10	162.41	81.21	2,140.17	1,070.08
115	C604	126	140.90	70.45	170.53	85.27	2,247.18	1,123.59
116	C605	124	138.66	69.33	167.82	83.91	2,211.51	1,105.76
117	C606	131	146.49	73.25	177.29	88.65	2,336.35	1,168.17
118	C607	106	118.53	59.27	143.46	71.73	1,890.48	945.24
119	C608	78	87.22	43.61	105.56	52.78	1,391.11	695.55
120	C609	99	110.70	55.35	133.99	67.00	1,765.64	882.82
111	C610	99	110.70	55.35	133.99	67.00	1,765.64	882.82

PACIFICA - STRATA LMS 597
SPECIAL ASSESSMENTS
AGM - NOVEMBER 25, 2014

Strata Lot	Suite #	Unit Entitlement	#2014D	DUE FEB 1, 2015	DUE MAY 1, 2015	#2014E	DUE FEB 1, 2015	DUE MAY 1, 2015	#2014F	DUE FEB 1, 2015	DUE MAY 1, 2015
			\$28,092.00	FUNDING FOR OPERATING DEFICIT		\$34,000.00	PAY OUT MORTGAGE		\$448,044.00	CAPITAL PLAN SPECIAL LEVY	
122	C701	79	88.34	44.17	44.17	106.92	53.46	53.46	1,408.94	704.47	704.47
123	C702	118	131.95	65.98	65.97	159.70	79.85	79.85	2,104.50	1,052.25	1,052.25
124	C703	120	134.19	67.10	67.09	162.41	81.21	81.20	2,140.17	1,070.08	1,070.08
125	C704	126	140.90	70.45	70.45	170.53	85.27	85.26	2,247.18	1,123.59	1,123.59
126	C705	124	138.66	69.33	69.33	167.82	83.91	83.91	2,211.51	1,105.76	1,105.75
127	C706	131	146.49	73.25	73.24	177.29	88.65	88.64	2,336.35	1,168.18	1,168.17
128	C707	106	118.53	59.27	59.26	143.46	71.73	71.73	1,890.48	945.24	945.24
129	C708	78	87.22	43.61	43.61	105.56	52.78	52.78	1,391.11	695.56	695.55
130	C709	99	110.70	55.35	55.35	133.99	67.00	66.99	1,765.64	882.82	882.82
131	C710	99	110.70	55.35	55.35	133.99	67.00	66.99	1,765.64	882.82	882.82
131	C801	243	271.73	135.87	135.86	328.88	164.44	164.44	4,333.84	2,166.92	2,166.92
132	C802	247	276.20	138.10	138.10	334.29	167.15	167.14	4,405.18	2,202.59	2,202.59
133	C803	267	298.57	149.29	149.28	361.36	180.68	180.68	4,761.87	2,380.94	2,380.93
134	C804	230	257.19	128.60	128.59	311.28	155.64	155.64	4,101.99	2,051.00	2,050.99
BUILDING D - PROMENADE MEWS SOUTH - 3120 - 3160											
8	D101	232	259.43	129.72	129.71	313.99	157.00	156.99	4,137.66	2,068.83	2,068.83
7	D102	232	259.43	129.72	129.71	313.99	157.00	156.99	4,137.66	2,068.83	2,068.83
6	D103	232	259.43	129.72	129.71	313.99	157.00	156.99	4,137.66	2,068.83	2,068.83
5	D104	232	259.43	129.72	129.71	313.99	157.00	156.99	4,137.66	2,068.83	2,068.83
BUILDING E - PROMENADE MEWS NORTH - 3020 - 3060											
4	E101	232	259.43	129.72	129.71	313.99	157.00	156.99	4,137.66	2,068.83	2,068.83
3	E102	232	259.43	129.72	129.71	313.99	157.00	156.99	4,137.66	2,068.83	2,068.83
2	E103	232	259.43	129.72	129.71	313.99	157.00	156.99	4,137.66	2,068.83	2,068.83
1	E104	232	259.43	129.72	129.71	313.99	157.00	156.99	4,137.66	2,068.83	2,068.83
BUILDING F - COMMERCIAL - CAMBIE STREET											
9	F1	49	54.79	27.40	27.39	66.32	33.16	33.16	873.90	436.95	436.95
10	F2	67	74.92	37.46	37.46	90.68	45.34	45.34	1,194.93	597.47	597.46
11	F3	67	74.92	37.46	37.46	90.68	45.34	45.34	1,194.93	597.47	597.46
12	F4	67	74.92	37.46	37.46	90.68	45.34	45.34	1,194.93	597.47	597.46
13	F5	96	107.35	53.68	53.67	129.93	64.97	64.96	1,712.13	856.07	856.06
BUILDING F - CITYHOMES SOUTH - 3133 CAMBIE STREET											
14	F301	184	205.75	102.88	102.87	249.02	124.51	124.51	3,281.59	1,640.80	1,640.79
15	F302	158	176.68	88.34	88.34	213.84	106.92	106.92	2,817.89	1,408.95	1,408.94
16	F303	158	176.68	88.34	88.34	213.84	106.92	106.92	2,817.89	1,408.95	1,408.94
17	F304	158	176.68	88.34	88.34	213.84	106.92	106.92	2,817.89	1,408.95	1,408.94
18	F305	170	190.10	95.05	95.05	230.08	115.04	115.04	3,031.90	1,515.95	1,515.95

[illegible]

Proposed Operating Budget 2014/2015

Overview

The 2014/2015 budget has been prepared based on the past year's performance and expense projections for the new fiscal year. Last year the monthly strata fee increase was 5.25%; this year the Strata Council is proposing an increase of 5.2% effective October 1, 2014. It is important to note that 2% of the proposed 5.2% monthly strata fee increase amount is to raise the Strata's Contingency Reserve Fund (CRF) annual contribution by \$20,000 from \$155,000 to \$175,000 based on the recommendations from the Depreciation Report.

Numerous expenses in the proposed budget are unchanged. The expenses with the most significant changes (above \$2,500) from the 2013/2014 Approved Budget include:

Increases

- Insurance: \$6,500 based on market rate
- Electricity: \$14,000 based on 2013/2014 expenditures
- Gas: \$9,500 based on 2013/2014 expenditures
- Mechanical: \$8,800 based on 2013/2014 expenditures
- Contingency Reserve Fund: \$20,000 based on increased contribution from \$155,000 to \$175,000

Decreases

- Waste Removal: \$5,100 based on past trends and the new compactor in full operation
- Mortgage Payment: \$9,500 based on the Mortgage Pay Out resolution being approved

2014 / 2015 - EFFECTIVE OCTOBER 1, 2014

140	B1	154		578.37	559.09	-19.28		469.94	89.15
139	B2	80		300.45	290.44	-10.01		244.13	46.31
138	B3	38		142.71	137.96	-4.75		115.96	22.00
135	B101	134		464.87	486.48	21.61		408.91	77.57
136	B102	55		182.39	199.68	17.29		167.84	31.84
137	B103	74		245.41	268.65	23.24		225.81	42.84
141	B104	70		232.14	254.13	21.99		213.61	40.52
142	B105	70		232.14	254.13	21.99		213.61	40.52
143	B106	73		242.09	265.02	22.93		222.76	42.26
144	B107	136		471.81	493.74	21.93		415.01	78.73
145	B201	134		464.87	486.48	21.61		408.91	77.57
146	B202	65		215.56	235.98	20.42		198.35	37.63
147	B203	114		395.49	413.87	18.38		347.88	65.99
148	B204	114		378.06	413.87	35.81		347.88	65.99

PACIFICA- STRATA LMS 597								
PROPOSED STRATA FEE SCHEDULE								
2014 / 2015 - EFFECTIVE OCTOBER 1, 2014								
							FOR INFORMATION ONLY	
				CURRENT	PROPOSED			
Strata	Suite #	Unit		MONTHLY	MONTHLY	MONTHLY	OPERATING	CRF
Lot		Entitlement		FEE	FEE	INCREASE	PORTION	PORTION
					OCT 1, 2014			
149	B205	70		232.14	254.13	21.99	213.61	40.52
150	B206	70		232.14	254.13	21.99	213.61	40.52
151	B207	73		242.09	265.02	22.93	222.76	42.26
152	B208	136		471.81	493.74	21.93	415.01	78.73
153	B301	134		464.87	486.48	21.61	408.91	77.57
154	B302	65		215.56	235.98	20.42	198.35	37.63
155	B303	114		395.49	413.87	18.38	347.88	65.99
156	B304	114		378.06	413.87	35.81	347.88	65.99
157	B305	78		258.67	283.18	24.51	238.03	45.15
158	B306	148		513.43	537.31	23.88	451.63	85.68
159	B307	128		424.48	464.70	40.22	390.60	74.10
160	B308	129		427.80	468.33	40.53	393.65	74.68
161	B309	70		232.14	254.13	21.99	213.61	40.52
162	B310	69		228.82	250.50	21.68	210.56	39.94
163	B311	70		232.14	254.13	21.99	213.61	40.52
164	B312	73		242.09	265.02	22.93	222.76	42.26
165	B313	136		471.81	493.74	21.93	415.01	78.73
166	B401	134		464.87	486.48	21.61	408.91	77.57
167	B402	65		215.56	235.98	20.42	198.35	37.63
168	B403	114		395.49	413.87	18.38	347.88	65.99
169	B404	114		378.06	413.87	35.81	347.88	65.99
170	B405	78		258.67	283.18	24.51	238.03	45.15
171	B406	148		513.43	537.31	23.88	451.63	85.68
172	B407	123		407.90	446.55	38.65	375.35	71.20
173	B408	129		427.80	468.33	40.53	393.65	74.68
174	B409	70		232.14	254.13	21.99	213.61	40.52
175	B410	69		228.82	250.50	21.68	210.56	39.94
176	B411	70		232.14	254.13	21.99	213.61	40.52
177	B412	73		242.09	265.02	22.93	222.76	42.26
178	B413	136		471.81	493.74	21.93	415.01	78.73
179	B501	136		471.81	493.74	21.93	415.01	78.73
180	B502	114		395.49	413.87	18.38	347.88	65.99
181	B503	114		395.49	413.87	18.38	347.88	65.99
182	B504	91		315.70	330.37	14.67	277.69	52.68
183	B505	98		339.98	355.78	15.80	299.05	56.73
184	B506	70		232.14	254.13	21.99	213.61	40.52
185	B507	69		228.82	250.50	21.68	210.56	39.94
186	B508	70		232.14	254.13	21.99	213.61	40.52
187	B509	128		444.05	464.70	20.65	390.60	74.10
188	B601	145		503.02	526.42	23.40	442.48	83.94
189	B602	114		395.49	413.87	18.38	347.88	65.99
190	B603	114		395.49	413.87	18.38	347.88	65.99
191	B604	91		315.70	330.37	14.67	277.69	52.68
192	B605	98		339.98	355.78	15.80	299.05	56.73
193	B606	70		232.14	254.13	21.99	213.61	40.52
194	B607	69		228.82	250.50	21.68	210.56	39.94
195	B608	70		232.14	254.13	21.99	213.61	40.52

PACIFICA- STRATA LMS 597								
PROPOSED STRATA FEE SCHEDULE								
2014 / 2015 - EFFECTIVE OCTOBER 1, 2014								
							FOR INFORMATION ONLY	
				CURRENT	PROPOSED			
Strata	Suite #	Unit		MONTHLY	MONTHLY	MONTHLY	OPERATING	CRF
Lot		Entitlement		FEE	FEE	INCREASE	PORTION	PORTION
					OCT 1, 2014			
196	B701	145		503.02	526.42	23.40	442.48	83.94
197	B702	114		395.49	413.87	18.38	347.88	65.99
198	B703	114		395.49	413.87	18.38	347.88	65.99
199	B704	91		315.70	330.37	14.67	277.69	52.68
200	B705	98		339.98	355.78	15.80	299.05	56.73
201	B706	70		232.14	254.13	21.99	213.61	40.52
202	B707	69		228.82	250.50	21.68	210.56	39.94
203	B708	70		232.14	254.13	21.99	213.61	40.52
204	B801	208		738.64	755.13	16.49	634.72	120.41
205	B802	208		738.64	755.13	16.49	634.72	120.41
206	B803	205		696.90	744.24	47.34	625.57	118.67
207	B804	205		696.90	744.24	47.34	625.57	118.67
Building C - Northgate - 518 West 14th Avenue								
63	C1	69		259.14	250.50	-8.64	210.56	39.94
64	C2	42		157.74	152.48	-5.26	128.17	24.31
65	C3	42		157.74	152.48	-5.26	128.17	24.31
66	C4	42		157.74	152.48	-5.26	128.17	24.31
67	C5	64		240.37	232.35	-8.02	195.30	37.05
59	C101	166		575.88	602.66	26.78	506.56	96.10
60	C102	84		291.40	304.96	13.56	256.33	48.63
61	C103	86		285.20	312.22	27.02	262.44	49.78
62	C104	72		238.77	261.39	22.62	219.71	41.68
68	C201	118		391.32	428.39	37.07	360.08	68.31
69	C202	131		434.43	475.59	41.16	399.76	75.83
70	C203	125		433.64	453.81	20.17	381.45	72.36
71	C204	137		475.27	497.37	22.10	418.06	79.31
72	C205	84		291.40	304.96	13.56	256.33	48.63
73	C206	84		291.40	304.96	13.56	256.33	48.63
74	C207	103		341.58	373.94	32.36	314.31	59.63
75	C208	78		258.67	283.18	24.51	238.03	45.15
77	C301	104		360.80	377.57	16.77	317.37	60.20
78	C302	118		391.32	428.39	37.07	360.08	68.31
79	C303	131		434.43	475.59	41.16	399.76	75.83
80	C304	125		433.64	453.81	20.17	381.45	72.36
81	C305	137		475.27	497.37	22.10	418.06	79.31
82	C306	84		291.40	304.96	13.56	256.33	48.63
83	C307	84		291.40	304.96	13.56	256.33	48.63
84	C308	131		434.43	475.59	41.16	399.76	75.83
85	C309	106		351.52	384.83	33.31	323.47	61.36
86	C310	116		402.42	421.13	18.71	353.98	67.15
87	C311	140		464.28	508.26	43.98	427.22	81.04
76	C312	166		550.50	602.66	52.16	506.56	96.10
89	C401	104		360.80	377.57	16.77	317.37	60.20
90	C402	118		391.32	428.39	37.07	360.08	68.31
91	C403	131		434.43	475.59	41.16	399.76	75.83
92	C404	125		433.64	453.81	20.17	381.45	72.36

PACIFICA- STRATA LMS 597									
PROPOSED STRATA FEE SCHEDULE									
2014 / 2015 - EFFECTIVE OCTOBER 1, 2014									
								FOR INFORMATION ONLY	
				CURRENT	PROPOSED				
Strata	Suite #	Unit		MONTHLY	MONTHLY	MONTHLY		OPERATING	CRF
Lot		Entitlement		FEE	FEE	INCREASE		PORTION	PORTION
					OCT 1, 2014				
Building D - Promenade Mews South - 3120 - 3160									
8	D101	232		821.91	842.27	20.36		707.97	134.30
7	D102	232		821.91	842.27	20.36		707.97	134.30
6	D103	232		821.91	842.27	20.36		707.97	134.30
5	D104	232		821.91	842.27	20.36		707.97	134.30
Building E - Promenade Mews North - 3020 - 3060									
4	E101	232		821.91	842.27	20.36		707.97	134.30
3	E102	232		821.91	842.27	20.36		707.97	134.30
2	E103	232		821.91	842.27	20.36		707.97	134.30
1	E104	232		821.91	842.27	20.36		707.97	134.30
Building F - Commercial - Cambie Street									
9	F1	49		184.02	177.89	-6.13		149.52	28.37
10	F2	67		251.63	243.24	-8.39		204.45	38.79
11	F3	67		251.63	243.24	-8.39		204.45	38.79
12	F4	67		251.63	243.24	-8.39		204.45	38.79
13	F5	96		360.54	348.52	-12.02		292.95	55.57
Building F - Cityhomes South - 3133 Cambie Street									
14	F301	184		638.33	668.00	29.67		561.48	106.52
15	F302	158		548.13	573.61	25.48		482.15	91.46
16	F303	158		548.13	573.61	25.48		482.15	91.46
17	F304	158		548.13	573.61	25.48		482.15	91.46
18	F305	170		589.75	617.18	27.43		518.77	98.41
Building G - Commercial - Cambie Street									
19	G1	96		360.54	348.52	-12.02		292.95	55.57
20	G2	67		251.63	243.24	-8.39		204.45	38.79
21	G3	67		251.63	243.24	-8.39		204.45	38.79
22	G4	67		251.63	243.24	-8.39		204.45	38.79
23	G5	49		184.02	177.89	-6.13		149.52	28.37
Building G - Cityhomes North - 3133 Cambie Street									
28	G201	184		638.33	668.00	29.67		561.48	106.52
27	G202	158		548.13	573.61	25.48		482.15	91.46
26	G203	158		548.13	573.61	25.48		482.15	91.46
25	G204	158		548.13	573.61	25.48		482.15	91.46
24	G205	170		589.75	617.18	27.43		518.77	98.41
=		=		=	=				
		25192		86,917.99	91,458.50	4,540.51		76,875.24	14,583.26
=		=		=	=				
				1,043,015.88	1,097,502.00	54,486.12		922,502.88	174,999.12

3/4 VOTE RESOLUTION #2014F
of
THE OWNERS, STRATA PLAN LMS 597
(APPROVAL OF CAPITAL PLAN EXPENDITURES and
FUNDING OF SAME BY CRF WITHDRAWAL AND SPECIAL LEVY)

WHEREAS:

- A. the Strata Corporation has identified in the **Capital Plan** several common expenses that usually occur less often than once a year or that do not usually occur,
- B. the Strata Corporation wishes to fund the cost of the expenses by way of a withdrawal in the maximum amount of **\$87,000** from the **Contingency Reserve Fund ("CRF")**; and
- C. the Strata Corporation wishes to fund the balance of the \$691,251 Capital Plan Funding by way of a special levy in the maximum amount of **\$448,044** to be approved herein (the "**Capital Plan Special Levy**"); the remainder of the required funds (\$156,207) have already been approved and are in the Capital Projects Fund; and
- D. pursuant to sections 96 and 108 of the *Strata Property Act* (the "**SPA**"), a Strata Corporation requires the approval of the owners by way of a 3/4 vote resolution to confirm a CRF withdrawal and impose a special levy on the strata lots.

BE IT RESOLVED by a 3/4 vote resolution of the Strata Corporation that:

- (a) pursuant to Section 96 of the SPA, the Owners of Strata Plan LMS 597 approve expenditures in the amount of **\$691,251**, for the purpose of completing the 2014/2015 expenditures identified in the Capital Plan;
- (b) The funds required for this expenditure will be raised by a withdrawal of **\$87,000** from the CRF.
- (c) pursuant to Section 108 of the SPA, the Strata Corporation be and is hereby authorized to impose the Capital Plan Special Levy (being the aggregate sum of **\$448,044**) on the strata lots comprising the Strata Corporation in proportion to unit entitlement of each strata lot and in amounts shown opposite each strata lot in the attached schedule (attached hereto and forming part of this resolution),
- (d) each strata lot's share of the Capital Plan Special Levy is due and payable immediately on the passage of this resolution. For the convenience of owners, owners may pay their strata lot's share of the Capital Plan Special Levy by two installments on February 1, 2015 and May 1, 2015 in accordance with the attached schedule.
- (e) The special levy funds in the amount of **\$448,044** shall be contributed to the Capital Projects Fund for completion of the projects designated in the 2014/2015 Capital Plan.
- (f) the strata corporation is authorized to use the Contingency Reserve Fund for interim funding of the Capital Plan Special Levy with any funds withdrawn (maximum \$100,000) to be repaid to the Contingency Reserve Fund from the collection of the Capital Plan Special Levy.

Note: In the event that an owner fails to pay the special levy by the due date, the Strata Council may proceed to take any available steps to collect the arrears, including the filing of a lien against the property and commencing proceedings in BC Supreme Court to sell the strata lot under sections 116 and 117 of the *Strata Property Act*.

END OF RESOLUTION #2014F

Proxy Appointment

IF YOU ARE UNABLE TO ATTEND THIS GENERAL MEETING, PLEASE COMPLETE AND ENDORSE THIS FORM, AND GIVE IT TO YOUR CHOSEN REPRESENTATIVE TO TAKE WITH THEM TO THE MEETING.

Proxy Forms may be given to any Strata Council member (listed on the back of this page), in person or electronically (e.g., scanned and e-mailed), or via the Caretaker (Ross) or Colby Johansson at Pacific Quorum (Fax 604-685-3845, e-mail cjohansson@pacificquorum.com). You may also drop off your Proxy Form in the Pacifica LMS 597 Mailbox in the lobby mailboxes.

STRATA PROPERTY ACT

FORM A – PROXY APPOINTMENT

Re: Strata Lot / Suite Number of Strata Plan LMS 597

PROXY FOR A SPECIFIC MEETING

I/We, _____ [name(s) - PRINT CLEARLY], the

owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint

_____ [name of appointee – PRINT CLEARLY] or the

Annual General Meeting Chairperson to act as my/our proxy at the Annual General Meeting to be held on

November 25, 2014.

Date: _____, 2014

Signature of Owner/Tenant/Mortgagee

Signature of Owner/Tenant/Mortgagee

2013/2014 Strata Council Members

- **Monica Gruder Drake:** *President* (president@pacifica597.org); 604-876-6041
- **Con Verburg:** *Vice President and Southgate Building Rep.* (southgate@pacifica597.org);
778-999-9240
- **Philippe Arrata:** *Treasurer & Maingate Building Rep;* 778-987-7643
- **Seva Batkin:** *member at large – resigned*
- **Russell Ball:** *member at large - appointed*
- **Paolo Ciocca:** *Cityhomes Building Rep.* (cityhomes@pacifica597.org); 604-838-8635
- **Martin Jonsson:** *Promenade Mews Building Rep.* (promenademews@pacifica597.org);
604-374-2507
- **Dr. Isabella Wang:** *member at large & Commercial Owners' Rep*

Thinking about becoming involved actively with your Strata community? Why not start by getting to know your neighbours and appreciating their points of view? Take some time to explore the complex and see what the other buildings look like inside. Most importantly, inform yourself about the Strata's operations and issues by reading at least a year's worth of meeting minutes. Then, think about what skills and expertise you can contribute to the strata's governance – for example, landscaping/gardening, legal, engineering, accounting, corporate management, communications, and information technology. The generosity of owners volunteering their time is what keeps our Pacifica functioning smoothly and safely. Support and input from other owners is always welcome in the Council and Committees which strive to govern the affairs of Pacifica for the benefit of all residents.