

For Internal Circulation Only
Minutes of Strata Council Meeting (2009-6)

Date:	December 3, 2009	Time:	7:30 pm
Location:	#302 – 688 East 16 th Avenue, Vancouver, BC		
Present:	Rick McLarty, Brendan Gallagher, Glen Neville, Sabrol Nisha		
Regard:	Michelle Weins		
Agent:	Gilbert Lam & David Marr of TML Management Group Ltd.		
Guest:	The Owners of #301, #305, & #306		

Important Notice & Information

- Please check the painting of your suite door. If it needs to be touched up, please contact TML ASAP.
- Owners addressing their issue should identify themselves. Council may not deal with anonymous correspondence.

Please note that the following issues were approved and/or agreed upon unanimously by the strata council unless otherwise specified.

- A. The meeting was called to order at 7:31 pm.
- B. The agenda was approved with the following additions.
C1 – Appointments of council members
- C. The Minutes of Strata Council Meeting held on November 2, 2009 were approved with the following amendments:
 - E1. Election of Council's positions
Vice President: Glen Neville
Treasurer: Brendan Gallagher
- D. Council appointed Carmen Siegers & Greg Colquhoun to be on Council.

E. Query & Correspondence

Item	Issue	Council Decision/Action/Result
1. #305 & #306	Dog barking	<ul style="list-style-type: none">➤ The council held a hearing with the owners of #305 and #306.➤ The council suggested the owner of #306 using a bark collar.➤ The owner of #306 brings his dog for training once a week.

		➤ Council will monitor the issue and discuss again at the next council meeting.
2.	Unidentified unit – yellow pole in parkade	Council reviewed, discussed, and recognized the issue. It is too costly to remove the concrete island and yellow pole due to the limitation of the budget.

F. Unfinished Business

Item	Issue	Council Decision/Action/Result
1.	Carpet replacement update	<ul style="list-style-type: none">➤ Council picked PC Flooring Pro-Claim Restoration Ltd. from six companies for the project.➤ Glen to contact PC Flooring➤ Residents have to remove the wood shim under suite door for carpet replacement.
2.	Fence door in alley	<ul style="list-style-type: none">➤ Council is aware that the wood door in alley is not latched properly.➤ Council understood that the wood door's problem due to weather/temperature change.➤ Council instructed TML to obtain a quote for a metal door.

F. Financial

Item	Issue	Council Decision/Action/Result
1.	Financial Report	Refer to the Financial Statements Summary Report.
2.	Infraction fines and late fines	<ul style="list-style-type: none">➤ TML presented the financial report to the Council.➤ Council approved the financial statements.➤ Please refer to the attached "Financial Statement Summary Report".
3.	Payment approval – Sherwood Painting & Decorating (Invoice #3815)	Council will walk through the building and will advise TML for payment.

G. There is no further business the meeting was terminated at 8:30 pm.

Next Meeting: January 4, 2009 at 7:00 pm in #302

Prepared by TML Management Group Ltd.
Managing Agent for the Owners, Strata Plan LMS 3866
E. & O. E.

The contents in this document are in draft form until ratified at the next council meeting.

ATTENTION

Please keep these minutes as permanent legal record of your Corporation. Replacement of either minutes or bylaws will be at the owner's expense and not that of the Strata Corporation.

24-Hour Emergency Services (604-296-9299)

Please deactivate **Anonymous Call Blocking** feature; otherwise, CML is unable to return the calls.

TML will not take action on any emergency if we cannot communicate with the caller. After you have placed an emergency call, please keep the phone line clear.

The 24-hour emergency services are for emergencies only. It is not for "personal emergencies". Personal emergencies include loss of building or suite access devices (i.e. keys, fobs, and remotes), getting access to relatives' apartments, enquiry of account balances, parking in wrong parking stall, neighbors having a loud party, neighbors' security alarm going off, and similar situations. We are unable to provide assistance on calls such as "I saw a strange person enter the garage." Suspicious activities, loud parties should be reported to the police. Break and enter and/or vandalism to your automobiles should be reported to the police department.

Please feel free to report floods, broken water lines, fires, fire alarms, stuck elevators, garage gates not working, and other similar building/property issues requiring immediate attention.

The 24-hour answering service is not available for general inquiries concerning accounts, council policies, and similar matters, which are regular administration items.

Unnecessary emergency calls will cause additional costs to the Strata Corporation which may cause the increase of strata fees.

TML Management Group Ltd.

FINANCIAL STATEMENT SUMMARY REPORT

Strata Plan LMS3866 (Vintage)

For the period ending

October 31, 2009

Fiscal Year: Sep 1 - Aug 31

Operating Fund	<u>\$ 8,578.51</u>
Contingency Reserve	<u>\$ 48,453.72</u>
Accounts Receivable	<u>\$ 148.09</u>
Accounts Payable	<u>\$ 2,862.79</u>
Shortfall for the year	<u>\$ -</u>

This information has been generated from computerized records and to the best of the agent's knowledge is complete and up to date. However, the agent assumes no responsibility should any information be inaccurate or misleading as a result of negligence or otherwise.

#213 - 2680 Shell Road, Richmond, B. C. V6X 4C9
Telephone : 604-207-9001 Facsimile : 604-248-1688

Vintage Eastside

Strata Plan LMS3866

Confidential - For Internal Circulation Only Minutes of Strata Council Meeting (2009-5)

Date of Meeting: November 2, 2009	Time: 7:00 pm
Location: Main Lobby - Vintage Eastside	
Attendance: Rick McLarty, Michelle Weins, Brendan Gallagher, Glen Neville	
Regret: Sabrol Nisha	
Agent: Gilbert Lam & David Marr of TML Management Group Ltd.	
Guest: Qasimali Baig (#408)	

Please note that the following issues were approved and/or agreed unanimously by the strata council unless otherwise specified.

- A. The meeting was called to order at 7:00 pm.
- B. The agenda was approved as presented.
- C. The Minutes of Strata Council Meeting held on Sep 28, 2009 were approved as circulated.
- D. Correspondence: None
- E. New Business

Item	Issue	Council Decision/Action/Result
1.	Election of council's positions	President: Rick McLarty Vice President: Brendan Gallagher Treasurer: Glen Neville Secretary: Sabrol Nisha
2.	The Role & Responsibilities of the Strata Council	The Strata Property Act Instruction Guide 4 is given to council members for reference.
3.	Dead cedars	University Landscapers will replace them at no charge.

F. Unfinished Business

Item	Issue	Council Decision/Action/Result
1.	Interior painting update	Council approved the quote from Sherwood subject to clarification of elevator doors and frames painting inclusive.
2.	Carpet replacement update	➤ The approved funding is not enough to cover the costs from Exclusive Floors for replacement of both hallways and stairwells carpet. ➤ Council instructed TML to obtain one more quote.
3.	Landscaping update	➤ Council approved the new contract for the next year at the same price.

Vintage Eastside

Strata Plan LMS3866

		➤ Michelle to handle this issue
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G. Financial

Item	Issue	Council Decision/Action/Result
1.	Financial Report	<ul style="list-style-type: none">➤ Council has been advised that there was a negative balance of \$3,147.19 in retained earnings from previous years which was carried over from the previous management company.➤ Please refer to the attached "Financial Statements Summary Report" for detail.
2.	Infraction and late fines	Late fines will be levied to the delinquent owners.

H. There being no further business the meeting was terminated at 7:50 pm.

Prepared by TML Management Group
Managing Agent for the Owners, Strata Plan LMS 3866
E. & O. E.

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TML Management Group Ltd.

FINANCIAL STATEMENT SUMMARY REPORT

Strata Plan LMS3866 (Vintage)

For the period ending **September 30, 2009**

Fiscal Year: Sep 1 - Aug 31

Operating Fund	<u>\$ 6,743.46</u>
Contingency Reserve	<u>\$ 46,912.48</u>
Accounts Receivable	<u>\$ 2,898.80</u>
Accounts Payable	<u>\$ 1,764.18</u>
Shortfall for the year	<u>\$ -</u>

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#213 - 2680 Shell Road, Richmond, B. C. V6X 4C9
Telephone : 604-207-9001 Facsimile : 604-248-1688

Minutes of Annual General Meeting (AGM-2009-1)

Date and Time: **October 26, 2009 at 7:15 pm**
Location: Parkade of 688 E. 16th Ave, Vancouver, BC

SPECIAL NOTICE AND INFORMATION

➤ **The Budget 2009/2010 was passed. No strata fee increases.**

1. The meeting was called to order at 7:17 pm.
2. The proxies and corporate representatives were certified and voting cards were issued accordingly.
3. When the meeting was convened, there were 21 votes present at the meeting, 19 in person and 2 by proxy. The quorum requirement was 15 votes. Hence, the quorum was met and the meeting commenced.
4. President Dave Collete chaired the meeting.
5. Property Manager Gilbert Lam declared that the Notice of AGM was sent to Owners on October 6, 2009 that was complied with the requirement of Strata Property Act.
6. It was moved by SL18, seconded by SL35, and carried unanimously to approve the agenda as presented. **Motion Carried**
7. It was moved by SL18, seconded by SL7, and carried unanimously to approve the minutes of last AGM held on October 27, 2008. **Motion Carried**
8. The certificate of insurance and summary of coverage were attached to the Notice of AGM. TML advised the Owners and Residents to acquire appropriate insurance coverage for their strata lot. The strata insurance policy may not cover any alterations of the strata lot. TML also advised the Owners and Residents regarding the insurance deductibles of the strata insurance policy.
9. It was moved by SL34 and seconded by SL18, and carried unanimously to approve the budget 2009/2010. **Motion Carried**

There is no increase in Strata fees this year, please refer to the attached budget and fee schedule for details.

10. **3/4 Vote Resolution**

"The Owners, Strata Plan LMS 3866, by a 3/4 vote resolution, hereby approve to expend not exceeding \$12,000 from the contingency reserve fund for the replacement of carpet in the common area."

It was moved by SL18, seconded by SL7, and carried unanimously to approve this 3/4 resolution
Motion Carried

11. Michelle Weins, Rick McLarty, Brendan Gallagher, Glen Neville, Sabrol Nisha, were nominated and elected to be on Strata Council. It was moved by SL18, seconded by SL9 and carried unanimously to accept the new Strata Council. **Motion Carried**
12. There being no further business, it was moved by SL34, seconded by SL15, and carried unanimously to terminate the meeting at 8:35 pm.

**Prepared by the Management Agent
For Owners, Strata Plan LMS 3866
E. & O. E.**

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The Management Group Ltd.

The Owners, Strata Plan LMS3866 - Vintage Eastside

Budget 2009 - 2010

Fiscal Year: September 1, 2009 to August 31, 2010

Description	2008 - 2009			2009 - 2010	
	Budget	Actual	Variance	Budget	
REVENUE					
Strata Fees	\$ 125,033.75	\$ 125,036.75	\$ 3.01	\$ 125,033.75	(1)
Parking Income	-	510.00	510.00	-	
Infraction By-law Fine	-	50.00	50.00	-	
Late Fees	-	-	-	-	
Move In/Out Fees	-	823.00	823.00	-	
Surplus carried forward	19,411.99	19,411.99	-	15,074.44	(2)
TOTAL REVENUE	\$ 144,445.74	\$ 145,831.74	\$ 1,386.01	\$ 140,108.19	
OPERATING EXPENSES					
Administration	\$ 2,200.00	\$ 1,130.59	\$ (1,069.41)	\$ 1,600.00	
Access System	500.00	-	(500.00)	-	
Bank Charges	400.00	513.97	113.97	520.00	
Carpet Cleaning	1,000.00	-	(1,000.00)	-	
CHOA Membership Fee	225.00	225.00	-	225.00	
Dryer Vent Cleaning	2,500.00	-	(2,500.00)	2,500.00	
Electricity	\$ 9,000.00	\$ 8,705.16	\$ (294.84)	9,000.00	
Elevator Maintenance/Licence	4,000.00	3,575.88	(424.12)	4,000.00	
Fire Alarm Monitoring	1,100.00	497.72	(602.28)	500.00	
Fire Prevention	4,500.00	848.61	(3,651.39)	2,000.00	
Gas	24,000.00	27,212.06	3,212.06	26,526.08	(3)
Insurance & Appraisal	11,000.00	11,449.49	449.49	10,000.00	
Janitorial	\$ 7,000.00	\$ 8,190.00	\$ 1,190.00	8,000.00	
Landscaping Expenses	3,500.00	4,352.25	852.25	4,500.00	
Legal & Professional	1,000.00	(685.71)	(1,685.71)	1,000.00	
Management Fee	12,700.00	12,700.08	0.08	12,850.00	
Meeting Expense	-	210.00	210.00	-	
Pest Control	1,500.00	1,869.33	369.33	1,500.00	
Photocopies/Fax/Postage/Courier	2,000.00	1,648.18	(351.82)	1,700.00	
Power Washing	500.00	367.50	(132.50)	500.00	
Preventive Maint. - Mechanical & Plumbing	1,000.00	1,214.30	214.30	1,300.00	
Recycling	500.00	503.00	3.00	550.00	
Repair & Maintenance	21,086.99	13,268.82	(7,818.17)	21,000.00	(4)
Snow Removal	\$ 400.00	\$ 585.49	\$ 185.49	600.00	
Supplies & Miscellaneous Expenses	1,000.00	359.41	(640.59)	1,000.00	
Telephone Lines for Fire Panel and Elevator	1,200.00	1,148.99	(51.01)	1,200.00	
Waste Management	3,500.00	3,499.70	(0.30)	3,500.00	
Water & Sewer	9,000.00	10,233.75	1,233.75	10,300.00	
Window Cleaning	1,000.00	-	(1,000.00)	1,000.00	
TOTAL OPERATING EXPENSES	\$ 127,311.99	\$ 113,623.57	\$ (13,688.42)	\$ 127,371.08	
Contingency Reserves	\$ 17,133.75	\$ 17,133.73	\$ (0.02)	\$ 12,737.11	(5)
TOTAL EXPENSES	\$ 144,445.74	\$ 130,757.30	\$ (13,688.44)	\$ 140,108.19	
Profit / Deficit		15,074.44			
(1) No strata fee increases					
(2) Surplus carried over from last fiscal year.					
(3) Gas expense was over the budget about \$3,200.					
(4) Interior painting is considered in this budget item.					
(5) 10% of the operating expenses to be contributed to the Contingency Reserve Fund.					

**The Owners, Strata Plan LMS3866 - Vintage Eastside
Budget 2009 - 2010**

Fiscal Year: September 1, 2009 to August 31, 2010

Strata Lot No.	Unit Entitlement	Monthly		
		Operation Expenses	Contingency Reserve	Strata Fees
1	747	\$ 214.39	\$ 24.32	\$ 238.71
2	779	223.58	25.36	248.94
3	779	223.58	25.36	248.94
4	779	223.58	25.36	248.94
5	798	229.03	25.98	255.01
6	798	229.03	25.98	255.01
7	779	223.58	25.36	248.94
8	779	223.58	25.36	248.94
9	779	223.58	25.36	248.94
10	497	142.64	16.18	158.82
11	674	193.44	21.95	215.39
12	783	224.73	25.49	250.22
13	783	224.73	25.49	250.22
14	783	224.73	25.49	250.22
15	801	229.89	26.08	255.97
16	801	229.89	26.08	255.97
17	783	224.73	25.49	250.22
18	783	224.73	25.49	250.22
19	783	224.73	25.49	250.22
20	671	192.58	21.85	214.43
21	395	113.37	12.86	126.23
22	497	142.64	16.18	158.82
23	674	193.44	21.95	215.39
24	783	224.73	25.49	250.22
25	783	224.73	25.49	250.22
26	783	224.73	25.49	250.22
27	801	229.89	26.08	255.97
28	801	229.89	26.08	255.97
29	783	224.73	25.49	250.22
30	783	224.73	25.49	250.22
31	783	224.73	25.49	250.22
32	671	192.58	21.85	214.43
33	395	113.37	12.86	126.23
34	497	142.64	16.18	158.82
35	674	193.44	21.95	215.39
36	780	223.86	25.40	249.26
37	780	223.86	25.40	249.26
38	780	223.86	25.40	249.26
39	799	229.32	26.01	255.33
40	799	229.32	26.01	255.33
41	780	223.86	25.40	249.26
42	780	223.86	25.40	249.26
43	780	223.86	25.40	249.26
44	671	192.58	21.85	214.43
45	395	113.37	12.86	126.23
	32606	\$ 9,358.14	\$ 1,061.58	\$ 10,419.72

* Pursuant to Strata Property Act section 99(2), strata fees are calculated as follows:

Unit entitlement of strata lot	X	Total contribution
Total unit entitlement of all strata lots		

**Notice of
Annual General Meeting
(AGM-2009-1)**

Date: October 26, 2009

**Time: Registration – 7:00 pm
Meeting – 7:15 pm**

**Venue: Parkade – 688 East 16th Avenue,
Vancouver, BC**

THE MANAGEMENT

NOTICE OF ANNUAL GENERAL MEETING (AGM-2009-1)

Mailing/Delivery Date: October 6, 2009
To: The Owners, Strata Plan LMS 3866
From: The Management

TAKE NOTICE THAT AN ANNUAL GENERAL MEETING OF STRATA PLAN LMS 3866 WILL BE HELD ON THE DATE AND AT THE TIME AND LOCATION AS FOLLOWS:

DATE: OCTOBER 26, 2009 REGISTRATION: 7:00 P.M. MEETING: 7:15 P.M.
LOCATION: PARKADE – 688 EAST 16th AVENUE, VANCOUVER, BC

PLEASE COME TO THE MEETING IN PERSON OR GIVE A PROXY TO SOMEONE REPRESENTING YOU.

The Agenda for the Meeting and supporting documents are enclosed with this Notice. Please read this material prior to the Meeting and bring it with you for reference. The business of the Meeting is to be decided by the owners after intelligent discussion. Please note that photo ID may be required for registration.

PURPOSE: - to approve the budget 2009/2010 by a simple majority vote
- to elect Strata Council

QUORUM: In order to conduct the business of the meeting, at least one-third of the persons entitled to vote must be present in person or by proxy. If no quorum is present at the Meeting within ½ hour from its start, the meeting is automatically adjourned to the same day, time and place in the following week.

MAJORITY VOTE:

“Majority vote” means a vote in favour of a resolution by more than 1/2 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.

¾ VOTE: “¾ vote” means a vote in favour of a resolution by at least ¾ 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.

PROXY: A form is used to acknowledge attendance and vote if unable to attend as registered owner of a strata lot. A proxy shall be in writing and signed by the registered owner or his attorney, and may be either general or for a particular meeting. A spouse not registered on title *must* submit a proxy to vote. Each strata lot is entitled to one vote.

AGM - October 26, 2009

AGENDA

- 1) Call to order
 - 2) Certification of proxies, corporate representatives, issue voting cards
 - 3) Quorum Report
 - 4) Election of chair of the meeting
 - 5) Proof of notice of meeting
 - 6) Approval of agenda
 - 7) Approval of the Minutes of AGM held on Oct 27, 2008 – attachment "A"
 - 8) Report on insurance coverage – attachment "B"
 - 9) Approval of Budget 2009/2010 by a majority vote – attachment "C"
 - 10) 3/4 Vote Resolution

"The Owners, Strata Plan LMS 3866, by a 3/4 vote resolution, hereby to approve to expend not exceeding \$12,000 from the contingency reserve fund for the replacement of carpet in common areas."
 - 11) Election of Strata Council
 - 12) Adjournment
-

Minutes of Annual General Meeting (AGM-2008-1)

Date and Time: October 27, 2008 at 7:15 pm

Location: Parkade of 688 E. 16th Ave., Vancouver, BC

SPECIAL NOTICE AND INFORMATION

➤ The Budget 2008/2009 was passed. No strata fees increase.

1. The meeting was called to order at 7:21 pm.
2. The proxies and corporate representative were certified and voting cards were issued accordingly.
3. When the meeting was convened, there were 15 votes present at the meeting, 14 in person and 1 by proxy. The quorum requirement was 15 votes. Hence, the quorum was met and the meeting commenced.
4. It was moved, seconded and carried unanimously to elect Jane Frohlick to chair the meeting.
Motion Carried
5. Property Manager Gilbert Lam declared that the Notice of AGM was sent to Owners on October 6, 2008 that was complied with the requirement of Strata Property Act.
6. It was moved by SL18, seconded by SL15, and carried unanimously to approve the agenda as presented.
Motion Carried
7. It was moved by SL18, seconded by SL16, and carried unanimously to approve the minutes of last AGM held on October 18, 2007.
Motion Carried
8. The certificate of insurance and summary of coverage were attached to the Notice of AGM. TML advised the Owners and Residents to acquire appropriate insurance coverage for their strata lot. The strata insurance policy may not cover any alterations of the strata lot. TML also advised the Owners and Residents regarding the insurance deductibles of the strata insurance policy.
9. It was moved by SL1, seconded by SL16, and carried unanimously to carry over the surplus in the amount of \$19,411.99 to this year's budget and to increase the "Repair & Maintenance" budget to \$21,086.99 that includes the interior painting project.
Motion Carried

It was then moved by SL1 and seconded by SL18, and carried unanimously to approve the amended budget.
Motion Carried

Strata fees stay the same as last year. Please refer to the attached fee schedule.

10. Carmen Siegers, Michelle Weins, Maike Brinsky, Justin Stevens, Dave Collette, Joan Nichol, Justin Burden were nominated and elected to be on Strata Council. It was moved, seconded, and carried unanimously to accept the new Strata Council. **Motion Carried**
11. There being no further business, it was moved, seconded, and carried unanimously to terminate the meeting at 8:23 pm.

Prepared by the agent
For Owners, Strata Plan LMS 3866
E. & O. E.

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The Management

The Owners, Strata Plan LMS3866 - Vintage Eastside

Budget 2008 - 2009

Fiscal Year: September 1, 2008 to August 31, 2009

Description	2007 - 2008			2008 - 2009
	Budget	Actual	Variance	Budget
REVENUE				
Strata Fees	\$ 125,033.75	\$ 125,036.88	\$ 3.14	\$ 125,033.75
Infraction By-law Fine	-	150.00	150.00	-
Late Fees	-	375.00	375.00	-
Move In/Out Fees	-	2,368.00	2,368.00	-
Surplus carried forward	7,886.82	7,886.82	-	19,411.99
TOTAL REVENUE	\$ 132,920.57	\$ 135,816.70	\$ 2,896.14	\$ 144,445.74
OPERATING EXPENSES				
General Expenses				
Administration	\$ 2,200.00	\$ 1,903.90	\$ (296.10)	\$ 2,200.00
Fire Alarm Monitoring	1,100.00	499.29	(600.71)	1,100.00
Photocopies/Fax/Postage/Courier	2,000.00	1,764.01	(235.99)	2,000.00
Bank Charges	400.00	65.42	(334.58)	400.00
Insurance & Appraisal	8,000.00	8,304.76	304.76	11,000.00
Access System	600.00	106.40	(493.60)	500.00
Security & Video Lease	4,700.00	2,690.40	(2,009.60)	-
Security & Video	500.00	-	(500.00)	-
Legal & Professional	2,000.00	-	(2,000.00)	1,000.00
Management Fee	12,135.00	12,135.08	0.08	12,700.00
CHOA Membership Fee	225.00	225.00	-	225.00
Telephone Lines for Fire Panel and Elevator	1,200.00	1,120.78	(79.22)	1,200.00
Supplies & Miscellaneous Expenses	1,000.00	690.93	(309.07)	1,000.00
Total Administrative Expenses	\$ 36,060.00	\$ 29,505.97	\$ (6,554.03)	\$ 33,325.00
Utilities				
Electricity	\$ 9,000.00	\$ 7,335.84	\$ (1,664.16)	\$ 9,000.00
Gas	25,873.10	22,584.84	(3,288.26)	24,000.00
Recycling	500.00	458.00	(42.00)	500.00
Waste Management	3,500.00	3,417.46	(82.54)	3,500.00
Water & Sewer	8,000.00	8,423.14	423.14	9,000.00
Total Utilities	\$ 46,873.10	\$ 42,219.28	\$ (4,653.82)	\$ 46,000.00
Building Maintenance				
Janitorial	\$ 7,000.00	\$ 6,963.50	\$ (36.50)	\$ 7,000.00
Elevator Maintenance/Licence	4,000.00	4,261.52	261.52	4,000.00
Fire Prevention	3,500.00	4,449.29	949.29	4,500.00
Pest Control	1,200.00	1,503.43	303.43	1,500.00
Repair & Maintenance	8,000.00	6,809.03	(1,190.97)	21,086.99
Preventive Maint. - Mechanical & Plumbing	1,000.00	895.14	(104.86)	1,000.00
Window Cleaning	1,000.00	-	(1,000.00)	1,000.00
Carpet Cleaning	1,000.00	-	(1,000.00)	1,000.00
Power Washing	500.00	-	(500.00)	500.00
Dryer Vent Cleaning	2,500.00	-	(2,500.00)	2,500.00
Total Building Maintenance	\$ 29,700.00	\$ 24,881.91	\$ (4,818.09)	\$ 44,086.99
Others Expenses				
Snow Removal	\$ 400.00	\$ 31.50	\$ (368.50)	\$ 400.00
Landscaping Expenses	2,550.00	2,428.58	(121.42)	3,500.00
Total Others Expenses	\$ 2,950.00	\$ 2,460.08	\$ (489.92)	\$ 3,900.00
TOTAL OPERATING EXPENSES	\$ 115,583.10	\$ 99,067.24	\$ (16,515.86)	\$ 127,311.99
Contingency Reserves	\$ 17,337.47	\$ 17,337.47	\$ 0.01	\$ 17,133.75
TOTAL EXPENSES	\$ 132,920.57	\$ 116,404.71	\$ (16,515.86)	\$ 144,445.74
Profit / Deficit		19,411.99	*	

**The Owners, Strata Plan LMS3866 - Vintage Eastside
Budget 2008 - 2009**

Fiscal Year: September 1, 2008 to August 31, 2009

Strata Lot No.	Unit Entitlement	Monthly		
		Operation Expenses	Contingency Reserve	Strata Fees
1	747	\$ 205.99	\$ 32.72	\$ 238.71
2	779	214.82	34.12	248.94
3	779	214.82	34.12	248.94
4	779	214.82	34.12	248.94
5	798	220.06	34.95	255.01
6	798	220.06	34.95	255.01
7	779	214.82	34.12	248.94
8	779	214.82	34.12	248.94
9	779	214.82	34.12	248.94
10	497	137.05	21.77	158.82
11	674	185.87	29.52	215.39
12	783	215.93	34.29	250.22
13	783	215.93	34.29	250.22
14	783	215.93	34.29	250.22
15	801	220.89	35.08	255.97
16	801	220.89	35.08	255.97
17	783	215.93	34.29	250.22
18	783	215.93	34.29	250.22
19	783	215.93	34.29	250.22
20	671	185.04	29.39	214.43
21	395	108.93	17.30	126.23
22	497	137.05	21.77	158.82
23	674	185.87	29.52	215.39
24	783	215.93	34.29	250.22
25	783	215.93	34.29	250.22
26	783	215.93	34.29	250.22
27	801	220.89	35.08	255.97
28	801	220.89	35.08	255.97
29	783	215.93	34.29	250.22
30	783	215.93	34.29	250.22
31	783	215.93	34.29	250.22
32	671	185.04	29.39	214.43
33	395	108.93	17.30	126.23
34	497	137.05	21.77	158.82
35	674	185.87	29.52	215.39
36	780	215.10	34.16	249.26
37	780	215.10	34.16	249.26
38	780	215.10	34.16	249.26
39	799	220.34	34.99	255.33
40	799	220.34	34.99	255.33
41	780	215.10	34.16	249.26
42	780	215.10	34.16	249.26
43	780	215.10	34.16	249.26
44	671	185.04	29.39	214.43
45	395	108.93	17.30	126.23
	32606	\$ 8,991.70	\$ 1,428.02	\$ 10,419.72

* Pursuant to Strata Property Act section 99(2), strata fees are calculated as follows:

Unit entitlement of strata lot	X	Total contribution
Total unit entitlement of all strata lots		

INSURANCE COVER NOTE No. 4133

This Cover Note evidences that in consideration of payment to be made by the Insured of the premium specified the insurance stated below has been placed with the Insurer(s) named. This insurance may be terminated by the Insurer or Insured in accordance with the relevant provision of the Insurer's usual policy for this type of risk unless otherwise specified below.

Name and Mailing Address of Insured:

The Owners of Strata Plan LMS3866
c/o TML Management Group Ltd.
#213 - 2680 Shell Road
Richmond, BC V6X 4C9

Period:

From: June 1, 2009 To: June 1, 2010
Both Dates to 12:01 am Standard Time at the address of the Insured as shown above.

Location No:

1. 688 East 16th Avenue, Vancouver, BC

Interest Insured & Limits of Liability:**A. Property & Business Interruption:**

\$ 6,196,000 Property of Every Description
\$ Not Covered Business Interruption (Gross Rents) - Months Indemnity Period
Conditions: A. All Risks of direct physical loss or damage to property described at Location shown above. Replacement Cost Valuation. Stated Amount Co-Insurance
Exclusions: A. Asbestos Exclusion, Cyber (Data) Exclusion, Terrorism Exclusion, Mould/Fungi Exclusion, Illegal Grow Operations Exclusion.
Deductibles: A. All Losses \$1,000. except: Water Damage \$2,500.; Sewer Back-up \$2,500.; Glass \$250.; Master Key \$250.; Earthquake 10% of the Value of the Building(s) involved in the loss (Minimum \$100,000.); Flood \$10,000.

Loss Payable:

To the Condominium Corporation (Subject to the Strata Property Act or similar statute in the province of jurisdiction)

Schedule of Subscribing Insurers:

	<u>Interest</u>	<u>Section</u>	<u>Policy No.</u>	<u>Premium</u>
Peace Hills General Insurance Company	67%	A	FAC0802356	\$6,642.
Certain Underwriters @ Lloyd's of London as arranged by CMW Insurance Services Under contract CM 100-08	33%	A	FAC0802356	\$3,272.

Total: \$9,914.

Coverage is provided in accordance with the Insurer's standard policy wordings. This Insurance Cover Note automatically expires upon execution and delivery of a policy or upon the above expiration date whichever occurs first.



Authorized Representative
CMW Insurance Services Ltd.
700-1901 Rosser Avenue
Burnaby, BC V5C 6R6

LMS3866/CHR/LY



RECEIVED 16 JUN 2009

RESIDENTIAL STRATA PROGRAM

Certificate of Insurance

Name of Insured & Mailing Address:

The Owners of Strata Plan LMS3866
c/o TML Management Group Ltd.
Suite #213 - 2680 Shell Road
Richmond, BC V6X 4C9

Name of Broker & Mailing Address:

CMW Insurance Services Ltd.
700-1901 Rosser Avenue
Burnaby, BC V5C 6R6
Tel: 604-294-3301 Fax: 604-294-3003
cmwinsurance.com

Location of Risk: 688 East 16th Avenue
Vancouver, BC V5T 2V4

Period of Insurance: June 1, 2009 to June 1, 2010
Both dated to 12:01 am Standard Time at the address of the Insured.

Total Premium: \$1,471.

Coverage provided under this certificate is only for those coverages specified below and is subject to all terms, conditions, provisions, limitations and exclusions as set out in the Master Policies identified herein.

A. PROPERTY

Please refer to Cover Note No. 4133

B. BOILER & MACHINERY

Policy Number:
Insurance Company:

Premium (Section B): \$150.
CMW B0128
Boiler Inspection & Insurance Company of Canada
814-470 Granville Street
Vancouver, BC V6C 1V5

Deductible (Section B):
Loss Payable:

\$500.
To the Condominium Corporation (Subject to the Strata Property Act or similar statute in the province of jurisdiction)

Waiver of Subrogation:

The Insurers rights of subrogation are waived against
TML Management Group Ltd.

Section	Limits of Liability	Description of Coverages
B	\$6,196,000.	Comprehensive Boiler & Machinery, including by-laws subject to a sublimit of \$1,000,000.
B	Not Covered	Gross Rents
B	Included	\$100,000. Extra Expense

C. GENERAL LIABILITY

Master Policy No. 501177358
Insurance Company:

Deductibles (Section C):

Additional Named Insured:

Premium (Section C): \$800.

Certificate No. CMW L0443

Intact Insurance Company

400-2955 Virtual Way

Vancouver, BC V5M 4X6

\$1,000. Bodily Injury and Property Damage Each Event

\$10,000. Limited Pollution Liability

TML Management Group Ltd.

for their management of Strata Plan LMS3866

Section	Limits of Liability	Description of Coverages
C	\$5,000,000.	Each Occurrence Limit
C	\$5,000,000.	General Aggregate Limit
C	\$5,000,000.	Non-Owned Automobile Coverage
C	\$5,000,000.	Personal Injury and Advertising Injury Liability
C	\$5,000,000.	Products - Completed Operations, Aggregate Limit
C	\$10,000.	Medical Payments
C	\$250,000.	Tenants Legal Liability
C	\$1,000,000.	Limited Pollution Liability
C	\$300,000.	Employers' Liability Extension
C	\$50,000.	Voluntary Compensation Extension (2/3 of Employee's Weekly Wage, but not exceeding \$500 per week)
C	\$300,000.	Employee Benefits - Aggregate Limit
C	\$300,000.	Employee Benefits - Each Employee

D. PROFESSIONAL LIABILITY

Master Policy No. 501148987 (Section D1):

Master Policy No. 501148986 (Section D2):

Insurance Company:

Deductible (Section D1):

Deductible (Section D2):

Name of Insured (Section D2):

Premium (Section D): \$521.

Certificate No. CMW D0778

Certificate No. CMW E0778

Intact Insurance Company

400-2955 Virtual Way

Vancouver, BC V5M 4X6

Nil

\$1,000.

TML Management Group Ltd.

Section	Limits of Liability	Description of Coverages
D1	\$2,000,000.	Directors & Officers Liability (Errors & Omissions) Per Wrongful Act and Annual Aggregate
D1	Not Covered	Discrimination Defense Costs Per Unsuccessful Action or Complaint
D1	Not Covered	Discrimination Defense Costs - Annual Aggregate
D2	\$2,000,000.	Errors & Omissions Liability Per Wrongful Act and Annual Aggregate

E. CRIME

Master Policy No. 501177358

Insurance Company:

Premium (Section E): Nil

Intact Insurance Company

400-2955 Virtual Way

Vancouver, BC V5M 4X6

Not Applicable

Deductible (Section E):

Section	Limit of Liability	Description of Coverages
E	Not Covered	Broad Form Money and Securities, Loss Inside and Outside Premises
E	Not Covered	Employee Dishonesty Coverage - Form A, Commercial Blanket Bond

The insurance provided by this individual Certificate is subject to all terms, conditions, provisions, limitations and exclusions of Master Policy Numbers CMW B0128, 501177358, 501148987 and 501148986 and may be canceled by the Insurers by registered mail with thirty days notice or as provided by the Master Policy.

In the event of loss or damage or any change in risk, immediate notice must be given to the insurers or to the broker.

Date Issued: June 11, 2009

E&OE /CHR/LY

**CMW Insurance Services Ltd.**

(Authorized Representative)

Attachment "C"

The Owners, Strata Plan LMS3866 - Vintage Eastside				
Budget 2009 - 2010				
Fiscal Year: September 1, 2009 to August 31, 2010				
Description	2008 - 2009			2009 - 2010
	Budget	Actual	Variance	Budget
REVENUE				
Strata Fees	\$ 125,033.75	\$ 125,036.75	\$ 3.01	\$ 125,033.75 (1)
Parking Income	-	510.00	510.00	-
Infraction By-law Fine	-	50.00	50.00	-
Late Fees	-	-	-	-
Move In/Out Fees	-	823.00	823.00	-
Surplus carried forward	19,411.99	19,411.99	-	15,074.44 (2)
TOTAL REVENUE	\$ 144,445.74	\$ 145,831.74	\$ 1,386.01	\$ 140,108.19
OPERATING EXPENSES				
Administration	\$ 2,200.00	\$ 1,130.59	\$ (1,069.41)	\$ 1,600.00
Access System	500.00	-	(500.00)	-
Bank Charges	400.00	513.97	113.97	520.00
Carpet Cleaning	1,000.00	-	(1,000.00)	-
CHOA Membership Fee	225.00	225.00	-	225.00
Dryer Vent Cleaning	2,500.00	-	(2,500.00)	2,500.00
Electricity	\$ 9,000.00	\$ 8,705.16	\$ (294.84)	9,000.00
Elevator Maintenance/Licence	4,000.00	3,575.88	(424.12)	4,000.00
Fire Alarm Monitoring	1,100.00	497.72	(602.28)	500.00
Fire Prevention	4,500.00	848.61	(3,651.39)	2,000.00
Gas	24,000.00	27,212.06	3,212.06	26,526.08 (3)
Insurance & Appraisal	11,000.00	11,449.49	449.49	10,000.00
Janitorial	\$ 7,000.00	\$ 8,190.00	\$ 1,190.00	8,000.00
Landscaping Expenses	3,500.00	4,352.25	852.25	4,500.00
Legal & Professional	1,000.00	(685.71)	(1,685.71)	1,000.00
Management Fee	12,700.00	12,700.08	0.08	12,850.00
Meeting Expense	-	210.00	210.00	-
Pest Control	1,500.00	1,869.33	369.33	1,500.00
Photocopies/Fax/Postage/Courier	2,000.00	1,648.18	(351.82)	1,700.00
Power Washing	500.00	367.50	(132.50)	500.00
Preventive Maint. - Mechanical & Plumbing	1,000.00	1,214.30	214.30	1,300.00
Recycling	500.00	503.00	3.00	550.00
Repair & Maintenance	21,086.99	13,268.82	(7,818.17)	21,000.00 (4)
Snow Removal	\$ 400.00	\$ 585.49	\$ 185.49	600.00
Supplies & Miscellaneous Expenses	1,000.00	359.41	(640.59)	1,000.00
Telephone Lines for Fire Panel and Elevator	1,200.00	1,148.99	(51.01)	1,200.00
Waste Management	3,500.00	3,499.70	(0.30)	3,500.00
Water & Sewer	9,000.00	10,233.75	1,233.75	10,300.00
Window Cleaning	1,000.00	-	(1,000.00)	1,000.00
TOTAL OPERATING EXPENSES	\$ 127,311.99	\$ 113,623.57	\$ (13,688.42)	\$ 127,371.08
Contingency Reserves	\$ 17,133.75	\$ 17,133.73	\$ (0.02)	\$ 12,737.11 (5)
TOTAL EXPENSES	\$ 144,445.74	\$ 130,757.30	\$ (13,688.44)	\$ 140,108.19
Profit / Deficit		15,074.44		
(1) No strata fee increases				
(2) Surplus carried over from last fiscal year.				
(3) Gas expense was over the budget about \$3,200.				
(4) Interior painting is considered in this budget item.				
(5) 10% of the operating expenses to be contributed to the Contingency Reserve Fund.				

The Owners, Strata Plan LMS3866 - Vintage Eastside				
Budget 2009 - 2010				
Fiscal Year: September 1, 2009 to August 31, 2010				
Strata Lot No.	Unit Entitlement	Operation Expenses	Monthly Contingency Reserve	Strata Fees
1	747	\$ 214.39	\$ 24.32	\$ 238.71
2	779	223.58	25.36	248.94
3	779	223.58	25.36	248.94
4	779	223.58	25.36	248.94
5	798	229.03	25.98	255.01
6	798	229.03	25.98	255.01
7	779	223.58	25.36	248.94
8	779	223.58	25.36	248.94
9	779	223.58	25.36	248.94
10	497	142.64	16.18	158.82
11	674	193.44	21.95	215.39
12	783	224.73	25.49	250.22
13	783	224.73	25.49	250.22
14	783	224.73	25.49	250.22
15	801	229.89	26.08	255.97
16	801	229.89	26.08	255.97
17	783	224.73	25.49	250.22
18	783	224.73	25.49	250.22
19	783	224.73	25.49	250.22
20	671	192.58	21.85	214.43
21	395	113.37	12.86	126.23
22	497	142.64	16.18	158.82
23	674	193.44	21.95	215.39
24	783	224.73	25.49	250.22
25	783	224.73	25.49	250.22
26	783	224.73	25.49	250.22
27	801	229.89	26.08	255.97
28	801	229.89	26.08	255.97
29	783	224.73	25.49	250.22
30	783	224.73	25.49	250.22
31	783	224.73	25.49	250.22
32	671	192.58	21.85	214.43
33	395	113.37	12.86	126.23
34	497	142.64	16.18	158.82
35	674	193.44	21.95	215.39
36	780	223.86	25.40	249.26
37	780	223.86	25.40	249.26
38	780	223.86	25.40	249.26
39	799	229.32	26.01	255.33
40	799	229.32	26.01	255.33
41	780	223.86	25.40	249.26
42	780	223.86	25.40	249.26
43	780	223.86	25.40	249.26
44	671	192.58	21.85	214.43
45	395	113.37	12.86	126.23
	32606	\$ 9,358.14	\$ 1,061.58	\$ 10,419.72
* Pursuant to Strata Property Act section 99(2), strata fees are calculated as follows:				
Unit entitlement of strata lot			X	Total contribution
Total unit entitlement of all strata lots				

The Owners, Strata Plan LMS 3866 - Vintage Eastside

Report on Operating & Contingency Reserve Fund 2008-2009

Operating Fund:

Opening bank balance at September 1, 2008	\$ 10,968.27
Balance at August 31, 2009	\$ 8,237.85

Contingency Reserve Fund:

Opening balance at September 1, 2008	\$ 28,133.29
Interest earned in the year	217.02
Contributions from September 2008 - August 2009	17,133.73

Balance at August 31, 2009	<u>\$ 45,484.04</u>
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STRATA PROPERTY ACT
Form A
PROXY APPOINTMENT
(Section 56)

Re: Strata Lot[strata lot number as shown on strata plan] of Strata Plan.....[the registration number of the strata plan]
[Check only one box]

1 ☐ General proxy

I/We,[name(s)], the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint[name of appointee] to act as my/our proxy beginning.....[month day, year] until[month day, year].

2 ☐ Proxy for a specific meeting

I/We,[name(s)], the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint[name of appointee] to act as my/our proxy at the annual or special general meeting to be held on[month day, year].

3 ☐ Proxy for a specific resolution

I/We,[name(s)], the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint.....[name of appointee] to act as my/our proxy with respect to the following resolution at the annual or special general meeting to be held on[month day, year].

Approve the budget 2009/2010

Voter Instructions: For _____ Against _____ Abstain _____

Limitations on Proxy, if any [set out limitations on reverse side of proxy]

Date:[month day, year].

.....
Signature of Owner/Tenant/Mortgagee

.....
Signature of Owner/Tenant/Mortgagee

Confidential - For Internal Circulation Only
Minutes of Strata Council Meeting (2009-4)

Date of Meeting: September 28, 2009

Time: 7:00 pm

Location: Main Lobby – Vintage Eastside, 688 East 16th Ave., Vancouver, BC

Attendance: Carmen Siegers, Michelle Weins, Justin Stevens

Regrets: Justin Burden, Dave Collette,

Agent: Gilbert Lam & David Marr of TML Management Group

Guests: None

Special Notice and Information

- **Garbage bin is for household garbage only. Residents should arrange their own to dispose big refuse, electronic equipment, appliances, mattresses, etc... Do not leave them in the garbage room.**
- **Do NOT put cardboards into the garbage bin that causes the disposal company not picking up garbage.**
- **Please FLATTEN cardboards before put into the recycling bin.**

Please note that the following issues were approved and/or agreed unanimously by the strata council unless otherwise specified.

- A. The meeting was called to order at 7:10 pm.
- B. The agenda was approved as presented
- C. The Minutes of Strata Council Meeting held on May 26, 2009 were approved as circulated.
- D. Correspondence

Item	Issue	Council Decision/Action/Result
1. #201	Rental restriction exemption	Council performed a hearing of the owner and granted the exemption until Oct 2010.

E. Unfinished Business

Item	Issue	Council Decision/Action/Result
1.	East exterior wall / air vent caulking update	➤ The contractor, Skywalker, advised that caulking exterior wall may be preventing the building to breathe properly and may be trapping moisture inside the walls and recommended the strata to get a professional assessment

		done and clarify the scope of work. ➤ Council decided to defer.
2.	Interior painting update	Pending to carpet replacement resolution approved at the AGM.
3.	Carpet replacement update	Council will propose a 3/4 vote resolution at the AGM for using not exceeding \$12,000 from the contingency reserve to replace carpet.
4.	Landscaping update	Michelle will talk to the landscaper and get a proposal for next year.
5.	Extra paper recycling bin update	Council confirmed that there is no space for a extra recycling bin.
6.	Wood Replacement of the outside bike rack update	➤ Council checked that the outside bike racks are still secured. ➤ Deferred.

F. New Business

Item	Issue	Council Decision/Action/Result
1.	Cardboards in the garbage bin	Do NOT put cardboards into the garbage bin that causes the disposal company not picking up garbage. Please FLATTEN cardboards before put into the recycling bin.
2.	Date of AGM	October 26, 2009

G. Financial

Item	Issue	Council Decision/Action/Result
1.	Financial Report	➤ TML presented the financial statements to Council. ➤ TML reminded the Council that there is negative balance in the retain earning which was carried over from the previous management company. ➤ Council approved the financial statements. ➤ Please refer to the "Financial Statements Summary Report" for detail.
2.	Infraction and late fines	Late fines will be posted to the delinquent owners.
3.	Proposed Budget 2009/2010	➤ TML presented the Budget to Council and explained the details. ➤ Council agreed to propose the Budget to Owners at the AGM.

H. There being no further business the meeting was terminated at 8:00 pm.

Prepared by TML Management Group
Managing Agent for the Owners, Strata Plan LMS 3866
E. & O. E.

The contents in this document are in draft form until ratified at the next council meeting.

ATTENTION

Please keep these minutes as permanent legal record of your Corporation. Replacement of either minutes or bylaws will be at the owner's expense and not that of the Strata Corporation.

24-Hour Emergency Services (604-296-9299)

Please deactivate **Anonymous Call Blocking** feature; otherwise, CML is unable to return the calls.

TML will not take action on any emergency if we cannot communicate with the caller. After you have placed an emergency call, please keep the phone line clear.

The 24-hour emergency services are for emergencies only. It is not for "personal emergencies". Personal emergencies include loss of building or suite access devices (i.e. keys, fobs, and remotes), getting access to relatives' apartments, enquiry of account balances, parking in wrong parking stall, neighbors having a loud party, neighbors' security alarm going off, and similar situations. We are unable to provide assistance on calls such as "I saw a strange person enter the garage." Suspicious activities, loud parties should be reported to the police. Break and enter and/or vandalism to your automobiles should be reported to the police department.

Please feel free to report floods, broken water lines, fires, fire alarms, stuck elevators, garage gates not working, and other similar building/property issues requiring immediate attention.

The 24-hour answering service is not available for general inquiries concerning accounts, council policies, and similar matters, which are regular administration items.

Unnecessary emergency calls will cause additional costs to the Strata Corporation which may cause the increase of strata fees.

TML Management Group

FINANCIAL STATEMENT SUMMARY REPORT

Strata Plan LMS3866 (Vintage)

For the period ending

August 31, 2009

Fiscal Year: Sep 1 - Aug 31

Operating Fund	<u>\$ 8,237.85</u>
Contingency Reserve	<u>\$ 45,484.04</u>
Accounts Receivable	<u>\$ (253.43)</u>
Accounts Payable	<u>\$ 2,612.25</u>
Shortfall for the year	<u>\$ -</u>

This information has been generated from computerized records and to the best of the agent's knowledge is complete and up to date. However, the agent assumes no responsibility should any information be inaccurate or misleading as a result of negligence or otherwise.

#213 - 2680 Shell Road, Richmond, B. C. V6X 4C9
Telephone : 604-207-9001 Facsimile : 604-248-1688

Confidential - For Internal Circulation Only
Minutes of Strata Council Meeting (2009-3)

Date of Meeting: May 26 th , 2009	Time: 7:00 pm
Location: Main Lobby – Vintage East Side	
Attendance: Carmen Siegers, Michelle Weins, Justin Stevens	
Regrets: Justin Burden, Dave Collette,	
Agent: Gilbert Lam & David Marr of TML Management Group	
Guests: None	

Please note that the following issues were approved and/or agreed unanimously by the strata council unless otherwise specified.

- A. The meeting was called to order at 7:27 pm.
- B. Council approved the agenda with the follow additions
 - F5. Extra paper recycling bin
 - F6. Replace rotten wood for exterior bike rack.
 - F7. Landscaping issue
 - F8. Elevator lobby door
- C. Council approved the minutes of strata council meeting held on March 23rd, 2009 as circulated.
- D. Correspondence

Item	Issue	Council Decision/Action/Result
1. SL33	Ex-owner requests for reimbursement for move out fee	<ul style="list-style-type: none">➤ Council has reviewed this case and upon further review, this request has been denied.➤ The move out fee cannot be reimbursed.
2. SL33	<ul style="list-style-type: none">➤ Pet registration➤ Items left in the aisle in the storage room	<ul style="list-style-type: none">➤ Council has received and acknowledges this request for registration.➤ Regarding the storage issue, TML awaits pending instructions from Michelle Weins.

E. Unfinished Business

Item	Issue	Council Decision/Action/Result
1.	East Exterior wall/air vent caulking	Council has acknowledged this and has instructed to proceed with this repair.
2.	Interior painting update	<ul style="list-style-type: none">➤ Michelle Weins will discuss with Dave Collete regarding this matter.➤ This item has been deferred to the next SCM.
3.	Carpet replacement update	Dave Collete and Justin Stevens will acquire carpet replacement quotes.

F. New Business

Item	Issue	Council Decision/Action/Result
1.	Window Cleaning	<ul style="list-style-type: none">➤ TML presented the Skywalker quote to the Strata Council➤ Justin Stevens to call Skywalker and conduct a walk-around with them regarding caulking and window expansion joints issues
2.	Back fence door repair	<ul style="list-style-type: none">➤ Council approves of this repair.➤ The contractor provides 6 month warranty.
3.	Fire test proposal from Voltech Fire Protection	<ul style="list-style-type: none">➤ Voltech would like to remind the strata that they have the option of choosing a later shift, where the technicians work up to 7pm from Monday to Thursday without incurring extra cost.➤ TML to arrange a fire test by Voltech
4.	Insurance renewal and D & O liability application	<ul style="list-style-type: none">➤ TML presented the insurance renewal to the Council.➤ The Council agreed to renew insurance with CMW Insurance.➤ Justin Stevens signed D & O liability application.
5.	Extra paper recycling bin	<ul style="list-style-type: none">➤ Council will see if there is any space available for this extra paper recycling bin.➤ This item has been deferred to the next SCM.
6.	Replace rotten wood for exterior bike rack.	<ul style="list-style-type: none">➤ Michelle Weins will discuss with Dave Collete regarding this matter,➤ This issue has been deferred to the next SCM
7.	Landscaping	<ul style="list-style-type: none">➤ Michelle Weins has considered forming a watering committee➤ Michelle Weins will also check the "Sprinkler Soaker Hose System."
8.	Elevator lobby door	Council has agreed and has decided to place a metal plate to cover the door to improve security.

G. Financial

Item	Issue	Council Decision/Action/Result
1.	Financial Report	<ul style="list-style-type: none">➤ Justin Stevens has reviewed the Financial Statements and has reported to the Council that everything is in order.➤ Please refer to the attached "Financial Statements Summary Report".
2.	Infraction and late fines	Late fines will be posted to delinquent owners.

H. There being no further business the meeting was terminated at 8:11 pm.

Date, time and place of next strata council meeting: to be determined

Prepared by TML Management Group
Managing Agent for the Owners, Strata Plan LMS 3866
E. & O. E.

The contents in this document are in draft form until ratified at the next meeting.

ATTENTION

Please keep these minutes as permanent legal record of your Corporation. Replacement of either minutes or bylaws will be at the owner's expense and not that of the Strata Corporation.

24-Hour Emergency Services (604-296-9299)

Please deactivate **Anonymous Call Blocking** feature; otherwise, CML is unable to return the calls.

TML will not take action on any emergency if we cannot communicate with the caller. After you have placed an emergency call, please keep the phone line clear.

The 24-hour emergency services are for emergencies only. It is not for "personal emergencies". Personal emergencies include loss of building or suite access devices (i.e. keys, fobs, and remotes), getting access to relatives' apartments, enquiry of account balances, parking in wrong parking stall, neighbors having a loud party, neighbors' security alarm going off, and similar situations. We are unable to provide assistance on calls such as "I saw a strange person enter the garage." Suspicious activities, loud parties should be reported to the police. Break and enter and/or vandalism to your automobiles should be reported to the police department.

Please feel free to report floods, broken water lines, fires, fire alarms, stuck elevators, garage gates not working, and other similar building/property issues requiring immediate attention.

The 24-hour answering service is not available for general inquiries concerning accounts, council policies, and similar matters, which are regular administration items.

Unnecessary emergency calls will cause additional costs to the Strata Corporation which may cause the increase of strata fees.

TML Management Group

FINANCIAL STATEMENT SUMMARY REPORT

Strata Plan LMS3866 (Vintage)

For the period ending

April 30, 2009

Fiscal Year: Sep 1 - Aug 31

Operating Fund	<u>\$ 10,083.76</u>
Contingency Reserve	<u>\$ 39,658.59</u>
Accounts Receivable	<u>\$ (245.86)</u>
Accounts Payable	<u>\$ 997.50</u>
Shortfall for the year	<u>\$ -</u>

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