



Ace Agencies Ltd.

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☐ PROPERTY MANAGEMENT
(604) 853-2718
July 6, 2007
☐ STRATA MANAGEMENT
(604) 853-3374

TAKE NOTICE THAT THE ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN LMS 837 – CASCADE GREEN WILL BE HELD ON:

DATE: THURSDAY, JULY 26TH, 2007

TIME: REGISTRATION – 6:30-7:30 P.M.
CALL TO ORDER – 7:30 P.M.

PLACE: 1st Floor Amenity Room – 2964 Trethewey, Abbotsford, B.C.
Cascade Green

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

1. PURPOSE The purpose of the meeting is to inform the Owners of the operation of the Strata Corporation during the past fiscal year; to consider Resolutions pertaining to administrative issues, and other matters; to adopt the 2007/2008 Operating Budget; and to elect a Strata Council for the ensuing year.
2. QUORUM In order to conduct business at the General Meeting, at least one-third of the persons entitled to vote must be present in person or by proxy.
3. ELIGIBILITY Except in cases where, by or under the Strata Property Act a unanimous resolution is required, no Owner is entitled to vote at any general meeting unless all the contributions payable in respect of the strata lot have been duly paid. Payment by cash or certified cheque only will be accepted on the day of the meeting.
4. PROXY An instrument appointing a proxy shall be in writing under the hand of the appointer or his/her attorney and may be either general or for a particular meeting. A Proxy need not be an Owner.
5. RESOLUTIONS Resolutions require a $\frac{3}{4}$ vote of a quorated meeting in order to carry.



Each Office is Independently Owned and Operated



ANNUAL GENERAL MEETING OF THE OWNERS, STRATA PLAN LMS 837 –
CASCADE GREEN, HELD ON THURSDAY, JULY 26TH, 2007 AT 7:30 P.M.

A G E N D A

1. CALL TO ORDER
2. CALLING OF THE ROLL AND CERTIFYING OF PROXIES
3. FILING PROOF OF NOTICE OF MEETING
4. ADOPTION OF PREVIOUS GENERAL MEETING MINUTES
AGM - August 17th, 2006
5. CONSIDERATION OF RESOLUTIONS
6. PRESIDENT'S REPORT
Review of past fiscal year
7. ADOPTION OF 2007/2008 OPERATING BUDGET
8. ELECTION OF 2007/2008 STRATA COUNCIL
9. GENERAL DISCUSSION
 - a) Insurance – Laurie Evans, Property Manager
 - b) 5th Year End of Warranty Review
10. ADJOURNMENT

RESOLUTION #1

BE IT RESOLVED:

That for the purposes of the next fiscal year In compliance with Section 171 (2) of the Strata Property Act, as a Resolution by a ¾ vote of The Owners, Strata Plan LMS 837 – CASCADE GREEN, the Strata Council is directed to take action at their discretion, against any owners in arrears with strata fees without need to convene a further meeting of the Owners.

RESOLUTION #2

BE IT RESOLVED:

As a Resolution of the Owners, Strata Plan LMS 837 – CASCADE GREEN, that the year end operating budget surplus/deficit be transferred into or retired from the contingency reserve account of the Strata Corporation, whichever the case may be at July 31st, 2007 and after all year end adjustments have been made.

RESOLUTION #3

WHEREAS:

Bylaw 23 was amended at the 2003 Annual General Meeting as follows:

BYLAW 23. Spending Restrictions

- 23.3 The Strata Council may out of necessity make repairs related to water escapement or Hot water tank failure or emergency Generator failure from the Contingency Reserve Fund. Such situations will be deemed to be emergencies. These expenditures are to be brought to the owners for ratification at the next Annual General Meeting.

BE IT RESOLVED:

As a ¾ vote Resolution of The Owners Strata Plan LMS 837 that \$14,526.15 expended from the contingency reserve fund, as emergency expenses in the past fiscal year, be hereby ratified. The owners have now been made aware of and have approved these expenditures.

- | | |
|--|-------------|
| 1. Pro Line Plumbing and Heating – hot water tank replacements (2) | \$13,526.15 |
| 2. Insurance settlement payout - | 1,000.00 |

RESOLUTION #4

WHEREAS:

The Strata Corporation has continued to maintain a separate trust account for remedial projects, such as window area repairs, roof repairs, consultant expenses and end of warranty review expenses. The balance in this account at June 30th, 2007 is \$13,922.97. In 2006/2007, the following were expensed from this account:

- | | |
|--|--------------------------|
| 1. John Williamson – Remedial Consultant under contract | \$ 5,739.90 |
| 2. 2964 lobby refurbishing – over budget | amount not yet available |
| 3. Master Contract Services Ltd. – infra red scan- 5 yr warranty | amount not yet available |

The amounts will be available at the AGM.

BE IT RESOLVED:

As a Resolution of the Owners, LMS 837, that the funds expended from the Remedial Trust account in 2006/2007, by hereby ratified.

RESOLUTION #5

BE IT RESOLVED:

As a ¾ vote Resolution that the bylaws of the Strata Corporation be added to as follows:

BYLAW 3 Use of Property

- 3.23 Owners wishing to install laminate/hardwood flooring materials in 2nd, 3rd and 4th floor suites must inform the Strata Council prior to placement and, the flooring must be installed with condominium grade underlayment, Specification # ASTM E492. Resident complaints received, as a result of noise transference from hard flooring, may result in Council requesting the placement of area rugs, chair and table leg pads and other quieting actions. Bylaw enforcement action will be taken, if warranted.

RESOLUTION #6

BE IT RESOLVED:

As a ¾ vote Resolution that Bylaw 34 of the Strata Corporation's Bylaws be repealed and substituted, as follows:

Division 8 – Parking

34 Parking

- 34.1 No vehicle may be operated in an unsafe manner or at a speed in excess of 10 km per hour.
- 34.2 No vehicle of any type may be parked or allowed to remain on any roadway, pathway, or any other common property other than the designated parking spaces. Any vehicles blocking the fire entrance, laneways and/or loading zones will be removed without warning at the expense of the owner of the vehicle.
- 34.3 The underground parking stalls assigned to each strata lot shall not be rented, leased or used by non residents. Vehicles which are not registered by the owners or residents with Council will be towed at the owner's expense after 48 hours

notice to the strata lot to whom the spot is assigned, or posting on the vehicle where the space is unassigned.

- 34.4 All vehicles parked on the common property must be fully operational and in running order. Uninsured vehicles can only be stored in the appropriate underground parking stall designated to the strata lot and must have a current copy of fire and liability insurance posted in a visible location on the vehicle. Vehicles cannot be stored for any reason in the above ground parking stalls.
- 34.5 Any unauthorized vehicles found parked in the underground parking stalls will be removed at the vehicle owner's expense. No warnings will be given.
- 34.6 No commercially licensed vehicles with a gross vehicle weight of over 4000 kg. shall be allowed to park on the premises without the permission of the Council, except in the regular course of business for that vehicle.
- 34.7 Vehicles dripping excessive oil, antifreeze, fuel, etc. shall be prohibited from parking on the common property above or below ground until the necessary repairs have been made. Owners of vehicles causing excessive oil stains to the common property shall, upon notification, have 7 days to remove all drippings from the area in question. Failure to do so will result in a fine and the owner of the applicable strata lot will be responsible to reimburse the Strata Corporation for the cost of clean up. In cases of severe leakage, the vehicle will be removed.
- 34.8 Residents are permitted to use a piece of cardboard or wood to prevent minor leaks from contaminating the concrete in their underground stalls. The long-term use of Absorb-All or other similar substances is prohibited and owners will be requested to remove these from their stalls. Failure to do so within 7 days after receiving notification will result in a fine and the owner of the applicable strata lot will be responsible to reimburse the Strata Corporation for the cost of clean up.
- 34.9 The underground parking stalls are to be kept clear of all items and debris. Only the storage of motorcycles or bicycles is permitted in the underground parking stalls. Residents who use the underground areas for the storage of personal items will be given a removal notice. Those who refuse to remove the items in question will then have the articles confiscated and a fine levied against the owner or resident of the strata lot in question.
- 34.10 All vehicles parking above-ground between the hours of midnight and 6:00 a.m. must either display a registered decal or a visitors tag on their vehicle. Anyone failing to do so will have their vehicle removed with all costs to be paid by the owner of the vehicle.
- 34.11 Visitor hangtags are **only** to be used **by visitors** for a maximum of 10 days in a 30 day period. Residents abusing these requirements will have their **visitor's** vehicles removed from the premises.
- 34.12 Visitor hangtags are for the use of visitors' vehicles only. Any resident found to be using **a** visitor hang tag for full time **visitors** of Cascade Green on an ongoing basis will be given notice to register their **visitor's** vehicle (with a maximum of 2 vehicles for each strata lot) or have the vehicle in question removed from the

premises. Guests staying for more than 10 days in a 30 day period can purchase a special guest tag for \$5.00 per month.

- 34.13 Residents who are using their visitor hang tags on an ongoing weekly basis **for visitors staying** 4 times a week or more **with** the same vehicle, are requested to contact Council to notify them of the reason for the continual use of their visitor hang tag for the vehicle in question.
- 34.14 All residents are entitled to a maximum of 2 vehicles for each strata lot and must register their vehicles with Council. Residents with one vehicle must park in their assigned underground parking stall. Residents with a second vehicle must purchase a decal from Council for the purpose of parking overnight on the common property. The switching of decals to vehicles not registered with Council for the purpose of parking overnight is prohibited and any vehicles doing so will be removed at the owner's expense. Above ground parking is limited to 133 stalls. It is unassigned and must be shared between visitors, guests and residents with decals on a first come first served basis.
- 34.15 Residents who have 2 vehicles registered with Council and for some reason now only have 1 vehicle, must occupy their underground parking stall with that vehicle until such time as a second vehicle is purchased. Residents who refuse to use their underground stall **for their 1 vehicle** and continue to park above ground, **even with a decal**, will be given written notice in regards to this matter and will have their vehicle removed if the action continues.
- 34.16 All residents are to wait for the garage door to close when entering or exiting the underground parking areas. Any residents who witness any suspicious or illegal activity are asked to notify Council so that the appropriate measures can be taken.
- 34.17 The designated handicapped stalls are for short term parking use by physically disabled residents, and visitors displaying the appropriate sticker. Anyone parking long term in these stalls, and anyone not displaying the Provincial Handicapped Tag will be towed at the owner's expense without warning.
- 34.18 No bicycles may be left in the hallways or lobbies. **Residents may, at their expense, install bicycle hooks in the center of the wall of their parking stall, four feet from the floor in order to hang their bicycles.**
- 34.19 Residents parked above ground because they have experienced a problem with their garage door opener or vehicle must call **the Strata Parking Representative**, to advise them of the problem or the vehicle will be towed at the vehicle owner's expense, without warning, **as it will be deemed to be parked without appropriate authorization.**

End of Resolution

The changes to the existing bylaw are highlighted in bold type.

RESOLUTION #7

BE IT RESOLVED:

As a $\frac{3}{4}$ vote Resolution that authorization be hereby given for the expenditure of snow clearing services from the Contingency Reserve Fund, if required during 2007/2008.

RESOLUTION #8

BE IT RESOLVED:

As a $\frac{3}{4}$ vote Resolution that authorization be hereby given for the following expenditures from the Contingency Reserve Fund in 2007/2008:

1. An amount of up to \$10,000.00 for the painting of the 1st floor balcony railings.
2. An amount of up to \$30,000.00 for the re-surfacing of the 1st floor patio decks.
3. An amount of up to \$20,000.00 for upgrading of the dryer vent outlets where they exit the exterior walls.
4. An amount of up to \$10,000.00 for bird screening foam enclosures along the remaining roof section at the front of building 2962.

BFL Canada Insurance Services Inc.
 1177 West Hastings Street, Suite 200, Vancouver, BC V6E 2K3
 Phone No. (604) 669-9600 Fax No. (604) 683-9316
 vancouver@bfl87.ca
International Insurance Brokers

CERTIFICATE OF INSURANCE		Previous Policy No. NEW	New Policy No. BFL04LMS0837
NAME OF INSURED		The Owners, Strata Plan LMS837, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners.	
PROPERTY MANAGER		Century 21 Prudential Estates (RMD) Ltd.	
MAILING ADDRESS		7320 Westminster Highway, Richmond, BC V6X 1A1	
POLICY PERIOD		From: June 1, 2007 To: June 1, 2008	
INSURED LOCATION		12:01 a.m. standard time at the location of the premises as to each of the said dates 2958, 2960, 2962 & 2964 Trethewey Street, Abbotsford, BC V2T 6P6	
CONSTRUCTION		CASCADE GREEN	
OCCUPIED BY INSURED AS		Frame	4 Storeys
		254 Residential Units	Nil Commercial Units
			4 Buildings
Insurance is provided, subject to the Declarations, Terms, Conditions of the Policy and its Riders, only for which specific Riders are attached and for which a specific limit or annotation is shown hereunder.			
INSURING AGREEMENT		DEDUCTIBLE	LIMIT
SECTION I - PROPERTY (Revision date Aug 24, 2006)			\$ 41,297,700
A. All Property - All Risks, Stated Amount Co-Insurance, Guaranteed Replacement Cost, By-Laws			
All Risks		\$ 1,000	
Sewer Backup Damage		\$ 10,000	
Water Damage		\$ 10,000	
Earthquake Damage		% 10	
Flood Damage		\$ 10,000	
Lock & Key		\$ 250	\$ 10,000
B. Business Interruption (Gross Rents), Indemnity Period - N/A Months (24 Hours waiting period)			\$ Not Covered
SECTION II - COMPREHENSIVE CRIME			
A. Employee Dishonesty			\$ 25,000
B. Money and Securities Broad Form Coverage			\$ 10,000
SECTION III - COMMERCIAL GENERAL LIABILITY			
General Total Limit		\$ 1,000	\$ 10,000,000
Products and Completed Work Total Limit		\$	\$ 10,000,000
Limited Pollution Liability Total Sub-Limit		\$	\$ 1,000,000
Each Event Limit		\$	\$ 10,000,000
Limited Pollution Liability Each Event Sub-Limit		\$	\$ 1,000,000
Medical Expenses Limit		\$	\$ 10,000
Tenant Liability Limit		\$	\$ 250,000
Personal Injury Liability Limit		\$	\$ 10,000,000
Each Event Deductible - Limited Pollution Liability		\$ 10,000	\$
Each Event Deductible - All Other Losses		\$ 1,000	\$
SECTION IV - CONDOMINIUM DIRECTORS & OFFICERS LIABILITY			
Claims Made Form (Including Property Manager)		\$ Nil	\$ 5,000,000
SECTION V - COMPREHENSIVE GLASS			
		Residential \$ 100	Blanket
		Commercial \$ N/A	Not Covered
SECTION VI - EQUIPMENT BREAKDOWN			
Direct Damage - Each Accident		\$ 500	\$ 41,297,700
Additional Benefits Limits:			\$ 100,000
- Ammonia Contamination			\$ 10,000
- Computer Software and Electronic Data Media Material			\$ 10,000
- Data and Records Restoration Costs			\$ 250,000
- Demolition and Increased Cost of Construction			\$ 10,000
- Expediting Expenses			\$ 100,000
- Extra Expense			\$ 100,000
- Hazardous Substances			\$ 100,000
- Inventory or Appraisals, Professional Fees			\$ 250,000
- Newly Acquired Locations			\$ 50,000
- Off Premises Utility Failure			\$ 100,000
- Water Damage			\$
Loss of Rental Income - Each Accident - N/A Months Indemnity Period (24 Hours waiting period)			\$ Not Covered
SECTION VII - POLLUTION LIABILITY - Claims Made Form			
Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense		\$ 25,000	\$ 1,000,000
SECTION VIII - VOLUNTEER ACCIDENT			
		See Policy Wordings	\$ See Policy Wordings
SECTION IX - NON-OWNED AUTOMOBILE			
Any One Accident Limit			\$ 10,000,000
LOSS IF ANY PAYABLE TO:		To all Registered Unit Owners &/or other Mortgagees as their interest may appear and as shown in the Land Registration District Office applicable to the said Property. (The Standard Mortgage Clause is applicable unless Special Mortgage Clause attached)	
TOTAL PREMIUM:		\$	53,651.00

This Policy contains a clause(s) which may limit the amount payable

SUBSCRIPTION

This Certificate is not valid unless countersigned by an Authorized Representative of the Insurer(s).
 E. & O.E.
 DATE: June 1, 2007

BFL CANADA INSURANCE SERVICES INC.

 AUTHORIZED REPRESENTATIVE

STRATA PLAN LMS 837 CASCADE GREEN
2007/2008 BUDGET - August 1, 2007 - July 31, 2008

	Budget 2006/2007	Projected 31.07.07	Budget 2007/2008	2007-2008 Increase
Income				
Interest	\$2,500.00	\$5,688.00	\$4,000.00	\$1,500.00
Operating Assessments	\$625,000.00	\$625,000.00	\$660,050.00	\$35,050.00
Move In Fees	\$6,000.00	\$4,790.00	\$6,000.00	\$0.00
Other Income	\$2,500.00	\$2,625.00	\$2,500.00	\$0.00
Parking	\$5,000.00	\$5,125.00	\$5,000.00	\$0.00
Key Income	\$1,000.00	\$658.00	\$1,000.00	\$0.00
Total	\$642,000.00	\$643,886.00	\$678,550.00	\$36,550.00
Expenditures:				
General				
Security Maintenance	\$9,600.00	\$9,600.00	\$9,600.00	\$0.00
Security System	\$3,000.00	\$5,173.00	\$3,000.00	\$0.00
Insurance	\$56,000.00	\$57,250.00	\$60,550.00	\$4,550.00
Insurance Claims	\$0.00	\$701.00	\$0.00	\$0.00
Management Fees	\$32,100.00	\$31,800.00	\$33,700.00	\$1,600.00
WCB Coverage	\$0.00	\$1,069.00	\$1,200.00	\$1,200.00
Cleaning Contract.	\$27,300.00	\$26,554.00	\$36,000.00	\$8,700.00
Caretaker Contract	\$36,500.00	\$32,579.00	\$36,500.00	\$0.00
Legal	\$500.00	\$344.00	\$500.00	\$0.00
Caretaker Phone	\$1,200.00	\$1,392.00	\$1,800.00	\$600.00
Council Administration	\$1,000.00	\$650.00	\$1,000.00	\$0.00
Dup. & Postage	\$5,000.00	\$4,350.00	\$5,000.00	\$0.00
Bank Charge	\$750.00	\$689.00	\$700.00	-\$50.00
Total General	\$172,950.00	\$172,151.00	\$189,550.00	\$16,600.00
Buildings				
Emergency Generator	\$1,000.00	\$348.00	\$1,000.00	\$0.00
Boiler and Mechanical	\$2,000.00	\$0.00	\$0.00	-\$2,000.00
Fire Alarm System	\$5,000.00	\$6,028.00	\$6,000.00	\$1,000.00
Parking Control	\$10,000.00	\$8,252.00	\$7,000.00	-\$3,000.00
Elevator Maintenance	\$10,000.00	\$9,923.00	\$10,000.00	\$0.00
Electricity	\$28,000.00	\$27,977.00	\$30,000.00	\$2,000.00
Extermination	\$2,500.00	\$2,624.00	\$3,000.00	\$500.00
Garage Door	\$2,500.00	\$2,540.00	\$2,500.00	\$0.00
General Maintenance			\$10,000.00	\$10,000.00
Carpet Cleaning/Repairs	\$2,500.00	\$1,181.00	\$5,000.00	\$2,500.00
Heating Gas	\$155,000.00	\$141,561.00	\$150,000.00	-\$5,000.00
Locks/Keys	\$2,000.00	\$3,475.00	\$3,000.00	\$1,000.00
Repairs Plumbing	\$10,000.00	\$5,049.00	\$8,000.00	-\$2,000.00
Repairs Exterior	\$10,000.00	\$10,111.00	\$10,000.00	\$0.00
Repairs Electrical	\$1,500.00	\$3,229.00	\$2,000.00	\$500.00
Repairs Interior	\$20,000.00	\$39,369.00	\$30,000.00	\$10,000.00
Repairs Contracted	\$8,000.00	\$8,163.00	\$0.00	-\$8,000.00
Garbage	\$16,000.00	\$19,744.00	\$20,000.00	\$4,000.00
Sprinkler Maintenance.	\$500.00	\$269.00	\$500.00	\$0.00
Sewer	\$23,000.00	\$26,212.00	\$28,000.00	\$5,000.00
Dryer Vent Cleaning	\$6,000.00	\$6,567.00	\$7,000.00	\$1,000.00
Enterphone	\$1,300.00	\$1,274.00	\$1,300.00	\$0.00
Supplies	\$7,500.00	\$7,000.00	\$7,000.00	-\$500.00
Water	\$39,000.00	\$43,348.00	\$46,000.00	\$7,000.00
Roof Repairs	\$5,000.00	\$9,487.00	\$4,000.00	-\$1,000.00
Eaves Cleaning	\$5,000.00	\$0.00	\$3,000.00	-\$2,000.00
Total Buildings	\$373,300.00	\$383,731.00	\$394,300.00	\$21,000.00
Grounds				
Fountain	\$5,000.00	\$5,000.00	\$3,000.00	-\$2,000.00
Lawn Sprinklers	\$1,200.00	\$932.00	\$1,200.00	\$0.00
Gardening	\$23,000.00	\$21,099.00	\$23,000.00	\$0.00
Road & Sewer	\$5,500.00	\$6,096.00	\$5,500.00	\$0.00
Snow Removal	\$1,050.00	\$7,175.00	\$0.00	-\$1,050.00
Total Grounds	\$35,750.00	\$40,302.00	\$32,700.00	-\$3,050.00
Total Expenditure	\$582,000.00	\$596,184.00	\$616,550.00	\$34,550.00
Contingency Reserve	\$60,000.00	\$60,000.00	\$62,000.00	
Total Expenses	\$642,000.00	\$656,184.00	\$678,550.00	\$36,550.00
Surplus/Defecit		-\$12,298.00	\$0.00	

		LMS 837 CASCADE GREEN					
		STRATA MAINTENANCE FEES					
			2007/2008				
			\$ 598,050.00	\$ 62,000.00	\$ 660,050.00		
			2007-2008	2007-2008	2007-2008	2006/2007	Increase

			MONTHLY	MONTHLY	TOTAL	TOTAL	Amount
		UNIT	OPERATING	RESERVE	MONTHLY	MONTHLY	
UNIT #	LOT #	ENTITLEMENT	CONTRIBUTION	CONTRIBUTION	CONTRIBUTION	CONTRIBUTION	per month
2964 TRETHERWEY STREET							
1-101	1	107	241.03	24.99	266.02	251.89	14.13
1-102	2	107	241.03	24.99	266.02	251.89	14.13
1-103	3	84	189.22	19.62	208.84	197.75	11.09
1-104	4	89	200.49	20.78	221.27	209.52	11.75
1-105	5	89	200.49	20.78	221.27	209.52	11.75
1-106	6	83	186.97	19.38	206.35	195.39	10.96
1-107	7	84	189.22	19.62	208.84	197.75	11.09
1-108	8	84	189.22	19.62	208.84	197.75	11.09
1-109	9	84	189.22	19.62	208.84	197.75	11.09
1-110	10	83	186.97	19.38	206.35	195.39	10.96
1-111	11	84	189.22	19.62	208.84	197.75	11.09
1-112	12	84	189.22	19.62	208.84	197.75	11.09
1-113	13	84	189.22	19.62	208.84	197.75	11.09
1-114	14	84	189.22	19.62	208.84	197.75	11.09
1-115	15	84	189.22	19.62	208.84	197.75	11.09
1-116	16	89	200.49	20.78	221.27	209.52	11.75
1-117	17	89	200.49	20.78	221.27	209.52	11.75
1-118	18	83	186.97	19.38	206.35	195.39	10.96
1-119	19	84	189.22	19.62	208.84	197.75	11.09
1-120	20	84	189.22	19.62	208.84	197.75	11.09
1-121	21	83	186.97	19.38	206.35	195.39	10.96
1-201	22	107	241.03	24.99	266.02	251.89	14.13
1-202	23	107	241.03	24.99	266.02	251.89	14.13
1-203	24	84	189.22	19.62	208.84	197.75	11.09
1-204	25	89	200.49	20.78	221.27	209.52	11.75
1-205	26	89	200.49	20.78	221.27	209.52	11.75
1-206	27	83	186.97	19.38	206.35	195.39	10.96
1-207	28	84	189.22	19.62	208.84	197.75	11.09
1-208	29	84	189.22	19.62	208.84	197.75	11.09
1-209	30	84	189.22	19.62	208.84	197.75	11.09
1-210	31	83	186.97	19.38	206.35	195.39	10.96
1-211	32	84	189.22	19.62	208.84	197.75	11.09
1-212	33	84	189.22	19.62	208.84	197.75	11.09
1-213	34	84	189.22	19.62	208.84	197.75	11.09
1-214	35	84	189.22	19.62	208.84	197.75	11.09
1-215	36	84	189.22	19.62	208.84	197.75	11.09
1-216	37	89	200.49	20.78	221.27	209.52	11.75
1-217	38	89	200.49	20.78	221.27	209.52	11.75
1-218	39	83	186.97	19.38	206.35	195.39	10.96
1-219	40	84	189.22	19.62	208.84	197.75	11.09
1-220	41	84	189.22	19.62	208.84	197.75	11.09
1-221	42	83	186.97	19.38	206.35	195.39	10.96
1-301	43	107	241.03	24.99	266.02	251.89	14.13
1-302	44	107	241.03	24.99	266.02	251.89	14.13
1-303	45	84	189.22	19.62	208.84	197.75	11.09
1-304	46	73	164.44	17.05	181.49	171.85	9.64
1-305	47	73	164.44	17.05	181.49	171.85	9.64
1-306	48	83	186.97	19.38	206.35	195.39	10.96
1-307	49	84	189.22	19.62	208.84	197.75	11.09
1-308	50	84	189.22	19.62	208.84	197.75	11.09
1-309	51	84	189.22	19.62	208.84	197.75	11.09
1-310	52	83	186.97	19.38	206.35	195.39	10.96
1-311	53	84	189.22	19.62	208.84	197.75	11.09
1-312	54	84	189.22	19.62	208.84	197.75	11.09
1-313	55	84	189.22	19.62	208.84	197.75	11.09
1-314	56	84	189.22	19.62	208.84	197.75	11.09
1-315	57	84	189.22	19.62	208.84	197.75	11.09
1-316	58	73	164.44	17.05	181.49	171.85	9.64
1-317	59	73	164.44	17.05	181.49	171.85	9.64
1-318	60	83	186.97	19.38	206.35	195.39	10.96
1-319	61	84	189.22	19.62	208.84	197.75	11.09
1-320	62	84	189.22	19.62	208.84	197.75	11.09
1-321	63	83	186.97	19.38	206.35	195.39	10.96
1-401	64	107	241.03	24.99	266.02	251.89	14.13

1-402	65	107	241.03	24.99	266.02	251.89	14.13
1-403	66	84	189.22	19.62	208.84	197.75	11.09
1-404	67	119	268.06	27.79	295.86	280.14	15.72
1-405	68	83	186.97	19.38	206.35	195.39	10.96
1-406	69	84	189.22	19.62	208.84	197.75	11.09
1-407	70	84	189.22	19.62	208.84	197.75	11.09
1-408	71	84	189.22	19.62	208.84	197.75	11.09
1-409	72	83	186.97	19.38	206.35	195.39	10.96
1-410	73	84	189.22	19.62	208.84	197.75	11.09
1-411	74	84	189.22	19.62	208.84	197.75	11.09
1-412	75	84	189.22	19.62	208.84	197.75	11.09
1-413	76	84	189.22	19.62	208.84	197.75	11.09
1-414	77	84	189.22	19.62	208.84	197.75	11.09
1-415	78	119	268.06	27.79	295.86	280.14	15.72
1-416	79	83	186.97	19.38	206.35	195.39	10.96
1-417	80	84	189.22	19.62	208.84	197.75	11.09
1-418	81	84	189.22	19.62	208.84	197.75	11.09
1-419	82	83	186.97	19.38	206.35	195.39	10.96

							0.00
2962 TRETHEWEY							0.00
2-101	83	108	243.29	25.22	268.51	254.25	14.26
2-102	84	108	243.29	25.22	268.51	254.25	14.26
2-103	85	84	189.22	19.62	208.84	197.75	11.09
2-104	86	84	189.22	19.62	208.84	197.75	11.09
2-105	87	89	200.49	20.78	221.27	209.52	11.75
2-106	88	89	200.49	20.78	221.27	209.52	11.75
2-107	89	84	189.22	19.62	208.84	197.75	11.09
2-108	90	84	189.22	19.62	208.84	197.75	11.09
2-109	91	84	189.22	19.62	208.84	197.75	11.09
2-110	92	84	189.22	19.62	208.84	197.75	11.09
2-111	93	84	189.22	19.62	208.84	197.75	11.09
2-112	94	84	189.22	19.62	208.84	197.75	11.09
2-113	95	84	189.22	19.62	208.84	197.75	11.09
2-114	96	84	189.22	19.62	208.84	197.75	11.09
2-115	97	84	189.22	19.62	208.84	197.75	11.09
2-116	98	84	189.22	19.62	208.84	197.75	11.09
2-117	99	84	189.22	19.62	208.84	197.75	11.09
2-118	100	89	200.49	20.78	221.27	209.52	11.75
2-119	101	89	200.49	20.78	221.27	209.52	11.75
2-120	102	84	189.22	19.62	208.84	197.75	11.09
2-121	103	84	189.22	19.62	208.84	197.75	11.09
2-122	104	84	189.22	19.62	208.84	197.75	11.09
2-123	105	84	189.22	19.62	208.84	197.75	11.09
2-201	106	108	243.29	25.22	268.51	254.25	14.26
2-202	107	108	243.29	25.22	268.51	254.25	14.26
2-203	108	84	189.22	19.62	208.84	197.75	11.09
2-204	109	84	189.22	19.62	208.84	197.75	11.09
2-205	110	89	200.49	20.78	221.27	209.52	11.75
2-206	111	89	200.49	20.78	221.27	209.52	11.75
2-207	112	84	189.22	19.62	208.84	197.75	11.09
2-208	113	84	189.22	19.62	208.84	197.75	11.09
2-209	114	84	189.22	19.62	208.84	197.75	11.09
2-210	115	84	189.22	19.62	208.84	197.75	11.09
2-211	116	84	189.22	19.62	208.84	197.75	11.09
2-212	117	84	189.22	19.62	208.84	197.75	11.09
2-213	118	84	189.22	19.62	208.84	197.75	11.09
2-214	119	84	189.22	19.62	208.84	197.75	11.09
2-215	120	84	189.22	19.62	208.84	197.75	11.09
2-216	121	84	189.22	19.62	208.84	197.75	11.09
2-217	122	84	189.22	19.62	208.84	197.75	11.09
2-218	123	89	200.49	20.78	221.27	209.52	11.75
2-219	124	89	200.49	20.78	221.27	209.52	11.75
2-220	125	84	189.22	19.62	208.84	197.75	11.09
2-221	126	84	189.22	19.62	208.84	197.75	11.09
2-222	127	84	189.22	19.62	208.84	197.75	11.09
2-223	128	84	189.22	19.62	208.84	197.75	11.09
2-301	129	108	243.29	25.22	268.51	254.25	14.26
2-302	130	108	243.29	25.22	268.51	254.25	14.26
2-303	131	84	189.22	19.62	208.84	197.75	11.09
2-304	132	84	189.22	19.62	208.84	197.75	11.09
2-305	133	73	164.44	17.05	181.49	171.85	9.64
2-306	134	73	164.44	17.05	181.49	171.85	9.64
2-307	135	84	189.22	19.62	208.84	197.75	11.09
2-308	136	84	189.22	19.62	208.84	197.75	11.09
2-309	137	84	189.22	19.62	208.84	197.75	11.09
2-310	138	84	189.22	19.62	208.84	197.75	11.09
2-311	139	84	189.22	19.62	208.84	197.75	11.09
2-312	140	84	189.22	19.62	208.84	197.75	11.09
2-313	141	84	189.22	19.62	208.84	197.75	11.09
2-314	142	84	189.22	19.62	208.84	197.75	11.09
2-315	143	84	189.22	19.62	208.84	197.75	11.09
2-316	144	84	189.22	19.62	208.84	197.75	11.09
2-317	145	84	189.22	19.62	208.84	197.75	11.09
2-318	146	73	164.44	17.05	181.49	171.85	9.64
2-319	147	73	164.44	17.05	181.49	171.85	9.64
2-320	148	84	189.22	19.62	208.84	197.75	11.09
2-321	149	84	189.22	19.62	208.84	197.75	11.09

2-322	150	84	189.22	19.62	208.84	197.75	11.09
2-323	151	84	189.22	19.62	208.84	197.75	11.09
2-401	152	108	243.29	25.22	268.51	254.25	14.26
2-402	153	108	243.29	25.22	268.51	254.25	14.26
2-403	154	84	189.22	19.62	208.84	197.75	11.09
2-404	155	84	189.22	19.62	208.84	197.75	11.09
2-405	156	119	268.06	27.79	295.86	280.14	15.72
2-406	157	84	189.22	19.62	208.84	197.75	11.09
2-407	158	84	189.22	19.62	208.84	197.75	11.09
2-408	159	84	189.22	19.62	208.84	197.75	11.09
2-409	160	84	189.22	19.62	208.84	197.75	11.09
2-410	161	84	189.22	19.62	208.84	197.75	11.09
2-411	162	84	189.22	19.62	208.84	197.75	11.09
2-412	163	84	189.22	19.62	208.84	197.75	11.09
2-413	164	84	189.22	19.62	208.84	197.75	11.09
2-414	165	84	189.22	19.62	208.84	197.75	11.09
2-415	166	84	189.22	19.62	208.84	197.75	11.09
2-416	167	84	189.22	19.62	208.84	197.75	11.09
2-417	168	119	268.06	27.79	295.86	280.14	15.72
2-418	169	84	189.22	19.62	208.84	197.75	11.09
2-419	170	84	189.22	19.62	208.84	197.75	11.09
2-420	171	84	189.22	19.62	208.84	197.75	11.09
2-421	172	84	189.22	19.62	208.84	197.75	11.09

							0.00
2960 TRETHEWEY							0.00
3-101	173	86	193.73	20.08	213.81	202.46	11.35
3-102	174	91	204.99	21.25	226.24	214.23	12.01
3-103	175	91	204.99	21.25	226.24	214.23	12.01
3-104	176	86	193.73	20.08	213.81	202.46	11.35
3-105	177	86	193.73	20.08	213.81	202.46	11.35
3-106	178	86	193.73	20.08	213.81	202.46	11.35
3-107	179	91	204.99	21.25	226.24	214.23	12.01
3-108	180	91	204.99	21.25	226.24	214.23	12.01
3-109	181	86	193.73	20.08	213.81	202.46	11.35
3-110	182	86	193.73	20.08	213.81	202.46	11.35
3-201	183	86	193.73	20.08	213.81	202.46	11.35
3-202	184	91	204.99	21.25	226.24	214.23	12.01
3-203	185	91	204.99	21.25	226.24	214.23	12.01
3-204	186	86	193.73	20.08	213.81	202.46	11.35
3-205	187	86	193.73	20.08	213.81	202.46	11.35
3-206	188	86	193.73	20.08	213.81	202.46	11.35
3-207	189	86	193.73	20.08	213.81	202.46	11.35
3-208	190	91	204.99	21.25	226.24	214.23	12.01
3-209	191	91	204.99	21.25	226.24	214.23	12.01
3-210	192	86	193.73	20.08	213.81	202.46	11.35
3-211	193	86	193.73	20.08	213.81	202.46	11.35
3-301	194	86	193.73	20.08	213.81	202.46	11.35
3-302	195	75	168.95	17.51	186.46	176.56	9.90
3-303	196	75	168.95	17.51	186.46	176.56	9.90
3-304	197	86	193.73	20.08	213.81	202.46	11.35
3-305	198	86	193.73	20.08	213.81	202.46	11.35
3-306	199	86	193.73	20.08	213.81	202.46	11.35
3-307	200	86	193.73	20.08	213.81	202.46	11.35
3-308	201	75	168.95	17.51	186.46	176.56	9.90
3-309	202	75	168.95	17.51	186.46	176.56	9.90
3-310	203	86	193.73	20.08	213.81	202.46	11.35
3-311	204	86	193.73	20.08	213.81	202.46	11.35
3-401	205	86	193.73	20.08	213.81	202.46	11.35
3-402	206	121	272.57	28.26	300.83	284.85	15.98
3-403	207	86	193.73	20.08	213.81	202.46	11.35
3-404	208	86	193.73	20.08	213.81	202.46	11.35
3-405	209	86	193.73	20.08	213.81	202.46	11.35
3-406	210	86	193.73	20.08	213.81	202.46	11.35
3-407	211	121	272.57	28.26	300.83	284.85	15.98
3-408	212	86	193.73	20.08	213.81	202.46	11.35
3-409	213	86	193.73	20.08	213.81	202.46	11.35

								0.00
2958 TRETHEWEY								0.00
4-101	214	86	193.73	20.08	213.81	202.46	11.35	
4-102	215	91	204.99	21.25	226.24	214.23	12.01	
4-103	216	91	204.99	21.25	226.24	214.23	12.01	
4-104	217	86	193.73	20.08	213.81	202.46	11.35	
4-105	218	86	193.73	20.08	213.81	202.46	11.35	
4-106	219	86	193.73	20.08	213.81	202.46	11.35	
4-107	220	91	204.99	21.25	226.24	214.23	12.01	
4-108	221	91	204.99	21.25	226.24	214.23	12.01	
4-109	222	86	193.73	20.08	213.81	202.46	11.35	
4-110	223	86	193.73	20.08	213.81	202.46	11.35	
4-201	224	86	193.73	20.08	213.81	202.46	11.35	
4-202	225	91	204.99	21.25	226.24	214.23	12.01	
4-203	226	91	204.99	21.25	226.24	214.23	12.01	
4-204	227	86	193.73	20.08	213.81	202.46	11.35	
4-205	228	86	193.73	20.08	213.81	202.46	11.35	
4-206	229	86	193.73	20.08	213.81	202.46	11.35	
4-207	230	86	193.73	20.08	213.81	202.46	11.35	
4-208	231	91	204.99	21.25	226.24	214.23	12.01	
4-209	232	91	204.99	21.25	226.24	214.23	12.01	
4-210	233	86	193.73	20.08	213.81	202.46	11.35	
4-211	234	86	193.73	20.08	213.81	202.46	11.35	
4-301	235	86	193.73	20.08	213.81	202.46	11.35	
4-302	236	75	168.95	17.51	186.46	176.56	9.90	
4-303	237	75	168.95	17.51	186.46	176.56	9.90	
4-304	238	86	193.73	20.08	213.81	202.46	11.35	
4-305	239	86	193.73	20.08	213.81	202.46	11.35	
4-306	240	86	193.73	20.08	213.81	202.46	11.35	
4-307	241	86	193.73	20.08	213.81	202.46	11.35	
4-308	242	75	168.95	17.51	186.46	176.56	9.90	
4-309	243	75	168.95	17.51	186.46	176.56	9.90	
4-310	244	86	193.73	20.08	213.81	202.46	11.35	
4-311	245	86	193.73	20.08	213.81	202.46	11.35	
4-401	246	86	193.73	20.08	213.81	202.46	11.35	
4-402	247	121	272.57	28.26	300.83	284.85	15.98	
4-403	248	86	193.73	20.08	213.81	202.46	11.35	
4-404	249	86	193.73	20.08	213.81	202.46	11.35	
4-405	250	86	193.73	20.08	213.81	202.46	11.35	
4-406	251	86	193.73	20.08	213.81	202.46	11.35	
4-407	252	121	272.57	28.26	300.83	284.85	15.98	
4-408	253	86	193.73	20.08	213.81	202.46	11.35	
4-409	254	86	193.73	20.08	213.81	202.46	11.35	
	TOTALS	22124	\$ 49,837.50	\$ 5,166.67	\$ 55,004.18	\$ 52,083.44	\$ 2,920.74	
			\$ 598,049.98	\$ 62,000.02	\$ 660,050.16	\$ 625,001.28		
OWNERS WHO ARE PAYING THEIR MONTHLY STRATA FEES BY PRE-AUTHORIZED CHEQUING WILL SEE THE NEW AMOUNT REFLECTED ON THEIR SEPTEMBER STATEMENT. A CHEQUE FOR THE SHORTFALL AMOUNT FOR THE MONTH OF AUGUST IS REQUIRED PAYABLE TO 'LMS 837' PLEASE.								
OWNERS WHO ARE PAYING THEIR MONTHLY STRATA FEES BY POST-DATED CHEQUE ARE ASKED TO START THE NEW AMOUNT AS OF SEPTEMBER 1ST AND TO SEND IN A SEPARATE CHEQUE FOR THE SHORTFALL AMOUNT FOR AUGUST 2007.								

**Form A
PROXY APPOINTMENT**

RE: Strata Lot # _____ of Strata Plan LMS 837

Civic Address: Unit # _____ - Building # _____ Trethewey, Abbotsford, B.C.

1. Proxy for a specific meeting

I / We, _____ [name(s)], the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint _____ to act as my/our proxy at the Annual General Meeting to be held on **Thursday July 26th, 2007**.

2. Proxy for a specific resolution

I / We, _____ [name (s)], the owner(s)/tenant(s) /mortgagee of the strata lot described above, appoint _____ to act as my/our proxy at the Annual General Meeting to be held on **Thursday, July 26th, 2007**

RESOLUTION 1 voting instructions: _____

RESOLUTION 2 voting instructions: _____

RESOLUTION 3 voting instructions: _____

RESOLUTION 4 voting instructions: _____

RESOLUTION 5 voting instructions: _____

RESOLUTION 6 voting instructions: _____

RESOLUTION 7 voting instructions: _____

RESOLUTION 8 voting instructions: _____

Limitations on Proxy, if any

Date: _____, 2007.

[signature of Owner/ Tenant/ Mortgagee]

[signature of Owner/ Tenant/ Mortgagee]

MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN LMS 837 – CASCADE GREEN HELD ON SATURDAY, JUNE 2ND, 2007 AT 9:00 A.M. IN THE AMENITY ROOM, 1ST FLOOR 2964 TRETHEWEY, ABBOTSFORD, B.C.

COUNCIL IN ATTENDANCE: Greg Mainwood President
Janice Baker
Linda Weber
Joan McCulloch
Catherine Ohlsson

REGRETS Will Hopes

ALSO IN ATTENDANCE Laurie Evans Property Manager
CENTURY 21 Prudential Estates (RMD) Ltd.
Dennis Driscoll, Maintenance Coordinator LMS 837

1. CALL TO ORDER

The Strata Council President, Greg Mainwood, called the meeting to order at 9:10 a.m.

2. ADOPTION OF PREVIOUS MINUTES - April 28th, 2007

It was,

MOVED AND SECONDED

That the minutes of the meeting held on April 28th, 2007 be adopted as circulated.

MOTION CARRIED UNANIMOUSLY

3. BUILDINGS

a) Warranty Issue and 5th year Warranty Review

The Property Manager advised that formal notice of warranty issues was given to RDH and Tri Power Construction on May 23rd, 2007. This concerns a deck drain, as well as overall deck drain pipes. Master Contract Services has completed their infra red scan of the building exterior areas and are also completing a report on the deck drain issue, which will be forwarded to RDH and Tri Power. RDH has responded to the letter of May 23rd, advising the two mock up drain locations for further investigation. The Consultant for the Strata Corporation, John Williamson, Inc. will also be provided with this information, when it is received, so that he can formally correspond to the parties, on behalf of the Strata Corporation.

b) 2964 Lobby Skylights

Work has commenced on this skylight replacement project and should be completed by the end of June. Framing work is required around the lobby windows and the walls have been opened so that insulation can now be installed. The skylights seals were broken and cracked and will now be replaced with metal roofing. The various contractors are being co-ordinated by Dennis Driscoll. Ray LaFlamme, P. Eng. is hired to ensure the structural details and specifications are completed satisfactorily. Mr. LaFlamme will also submit the required Schedules under the Building Permit to the City of Abbotsford. Funds for this project were approved at the last Annual General meeting from the CRF.

c) Waterproofing - North End of 2960

This work continues to wait for the arrival of the weather required for this type of work to be done.

d) ICBC Claim – Railing 2958

Melody Custom Metals will be completing this railing replacement in the near future. A claim for cost reimbursement, less one-half of the powder coating costs, will be submitted to ICBC in due course.

e) **Front Lobby Carpet 2964 and 2962 Buildings**

Staff had to locate a new carpet installer, as the installer previously hired for this work was not responding in a timely manner. The 2962 lobby carpet will be installed within the coming week. The 2964 lobby floor has also been prepared, but installation of this carpet will be delayed until after the skylight and related lobby work is completed.

f) **Fountain Repairs**

RuDa Contracting is working on the refurbishment of the two front entrance fountains. The concrete has been poured but now needs to cure for 30 days before the epoxy coating can be applied. In the interim, Imperial Paddock Pools will be repairing the plumbing for these fountains, as well as installing three new pumps. Lighting fixtures were approved, as presented. Dennis Driscoll and Imperial Paddock Pools will now get the smaller fountains into operation.

g) **RuDa Contracting Window Detailing Work**

Repairs to window detailing at a 2964 unit have been completed.

h) **Bird Access**

The installation of the foam inserts into the bird access points on the 2960 building was completed as a test of the effectiveness of this method of bird access control. Since this installation was completed no further bird problems to this front section of the building have been reported. Birds continue to cause disturbances to residents in other areas of the buildings and funds will be requested by Resolution at the AGM so that additional foam inserts can be placed.

i) **Power Flushing Main Drain Pipes**

McRae's have completed this work now.

j) **Chain Link Fence Repairs and Gate**

Fire lane fence repairs between 2964 and 2962, including the installation of a gate, have now been completed by Rite-Way Fencing.

k) **2960 Garage Door**

The new garage door has been installed at this building. The cost of replacing the lower damaged panels was almost as much as the entire new door, which prompted Council to approve this expenditure.

l) **2962 Front Pillar**

Orkin will be treating this pillar for ant control during the coming week. Notices posted.

4. **COMMITTEE REPORTS**

a) **Maintenance Coordinator's Report**

In addition to participation in discussion of the other building maintenance matters reported in these minutes, Dennis Driscoll also advised the Council as follows:

- The landscaping sprinkler system has been inspected and adjusted by the sprinkler maintenance contractor and the system is now ready for use for the season. Two heads watering patios need further adjustment since the gardening contractor pruned shrubs in the areas.
- New fixtures are ready to be installed on one floor of 2958. The fixtures removed from this floor will be used in other hallway areas as needed.
- The underground parking garage floors are due for their annual cleaning. In this regard, it was,

MOVED AND SECONDED

That Spectra Tec Services be hired to power sweep the underground parking garage floors.

MOTION CARRIED UNANIMOUSLY

MINUTES OF THE LMS 837 STRATA COUNCIL MEETING –June 2nd, 2007

- A quote from Pro-Line Plumbing in the amount of \$1,200 plus GST per building for the cleaning of the sanitary lines was received. It was then,

MOVED AND SECONDED

That Pro-Line Plumbing be requested to clean all sanitary lines as per their quote.

MOTION CARRIED UNANIMOUSLY

RESIDENTS NOTE: LIQUID DETERGENT SHOULD BE USED IN YOUR WASHING MACHINES, AS POWDERED DETERGENT SOLIDIFIES IN THE LINES AND CAN CAUSE BLOCKAGES.

b) Grounds -Landscaping

The landscaping contractor will plant two small rhododendrons in the rear of the 2962 building, near unit #107, to replace shrubs which had to be removed from that site earlier. The contractor will also be asked to ensure the shrubs adjacent to balconies are pruned to railing height. The pruning and weeding of the gardens are done on a rotation basis each monthzone by zone as previously published. This seems to be working well. A quote from the landscaper for garden mulch was received. It was,

MOVED AND SECONDED

That the landscaping contractor be requested to have garden mulch placed in the beds as quoted.

MOTION CARRIED UNANIMOUSLY

Grass seed has been spread in the area in front of the fountains. Further restoration work to the lawns will be needed once the fountain work is completed.

c) Parking

Joan McCulloch reported that since the last meeting, 6 vehicles were warned because of no insurance or improper maintenance of parking stalls. Five vehicle were towed for violation of the Parking Control bylaws, which are strictly enforced.

Correspondence reviewed by Council at their last two meetings concerning the towing of a vehicle was again discussed, along with a new letter from this owner. The Owner is suggesting the parking bylaw be re-written, in part, to better clarify the intent. Council directed the Property Manager to prepare a draft revision for their review at the next meeting. The Owner's request for reimbursement of towing charged remains denied as previously voted.

PARKING DECALS

Vehicle-Registration is scheduled between 5:30 p.m. and 7:30 p.m. on June 16th and between 10:00 a.m. and 1:00 p.m. on June 17th. ALL REGISTRATION TAKES PLACE IN THE LOBBY OF 2958. Pet Registration will also be requested at this time. A Notice will be circulated providing further details.

Council discussed the continuing lack of service reliability provided by the current parking monitoring and towing contractor. An alternate contractor will be sought and if suitable, P.I. Parkade will be replaced.

d) Moves

Joan McCulloch reported that since the last meeting there have been 10 moves in and 11 moves out of the buildings.

e) Dispute Resolution Committee

Janice Baker and Catherine Ohlsson are available in this regard.

5. FINANCIAL REPORT

a) Operating Statements

Treasurer, Janice Baker, advised that she had reviewed the April financial statements as prepared by Century 21. Finding them to be in order, it was,

MOVED AND SECONDED

That the April 2007 financial statement be adopted as reviewed.

MOTION CARRIED UNANIMOUSLY

b) Owner Receivables

The Council was advised that the receivables are being monitored by Janice Baker and Property Manager, Tim Collins. Owner payments have improved and this is appreciated, as these are the funds that operate the strata corporation.

c) Strata Corporation Insurance Policy Renewal

The Property Manager advised the Strata Corporation's insurance policy was renewed on June 1st, 2007. Quotations from two brokers were received and reviewed by council via email. An updated insurance appraisal was received and the buildings are insured for replacement cost value. (\$41,297,700) A change in insurance companies was made this year, due to a premium savings of \$5,000.00. The insurance premium is \$53,651.00. (ouch!)

6. NEW BUSINESS

a) Incoming Correspondence

Other than referenced elsewhere in the minutes, correspondence to or from Owners also included the following:

1. Notification of strata lot alterations

The Owners of Strata Lot 95 submitted a letter to council requesting approval to install laminate flooring in their unit. It was,

MOVED AND SECONDED

That approval be given to the owners of strata lot 95 for the installation of laminate flooring, subject to the bylaws of the strata corporation and provided Condominium grade underlay is used and that all future repairs and maintenance are the responsibility of the strata lot owner, present and future.

MOTION CARRIED

2. Request to Install Air Conditioner

Council considered a request from the owner of strata lot 171 to install an air condition near the bay window area of the unit. It was,

MOVED AND SECONDED

That approval be given to the owner of strata lot 171 for the installation of an air conditioner as requested and in accordance with bylaw 3.15, subject to all future repairs and maintenance being the responsibility of the strata lot owner, present and future, including any damage to the building envelope should such occur as a result of this air conditioner installation.

MOTION CARRIED

3. Birds

Correspondence from an owner in 2962 was received concerning a constant bird problem in the gutter area. Council is aware of this annual event and will present a Resolution at the AGM for funding foam inserts in more areas of the buildings.

4. Window Screens

Catherine Ohlsson advised that Fred's Custom Screens at 2475 Townline Road will supply any size window screen for Cascade Green owners at \$20.00 each.

b) **Outgoing Correspondence**

Council directed the Property Manager to correspondence with several owners regarding bylaw infractions, including colored window coverings, items stored in parking stalls, dogs walked off leash on common property, items stored on balconies and a vinyl deck repair issue.

c) **Storage Lockers**

Please note that there are no storage lockers at Cascade Green. The Strata Corporation does have a few areas, under stairs and in other locations, which can be rented. There is a waiting list through Joan McCulloch in this regard.

d) **Balcony Vinyl Cleaning**

Owners are asked to use care when cleaning their balcony vinyl to ensure that the water does not overflow to the balcony below.

e) **Fireplace Gas Supply**

At the last AGM, a Resolution was approved to have the gas supply to the fireplaces turned off from May to September 1st, in order to conserve on gas consumption. In this regard, the gas will now be turned off until fall.

f) **Annual General Meeting Budget and Resolutions**

Council gave direction on items to be addressed in the next fiscal budget. Resolution items were also discussed and the property managers will prepare drafts for Council to review at their next meeting. The AGM is scheduled for Thursday, July 26th at 7 p.m. in the 1st floor amenity room of 2964. A formal notice will be mailed in due course.

g) **City of Abbotsford Pet Licensing Requirement**

The City of Abbotsford requires dogs to be licensed. In this regard, a Bylaw Officer has contacted the Strata Corporation requesting access to the owners of dogs at Cascade Green to determine that these pets are licensed. Pet Registration will take place on June 16th and 17th with vehicle registration. Below is the City bylaw in this regard:

“Dog License Bylaw 268-96 states: ...”the owner of every dog shall register the dog with the Treasurer or Pound Keeper and purchase a license in accordance with section 4”

To avoid possible enforcement action under this bylaw dog owners who do not have their pets licensed should contact the City of Abbotsford Animal Control Services office at (604) 856-7505 to make arrangements for the purchase of a license.

7. **ADJOURNMENT**

There being no further business to come before the meeting, the Chair accepted a motion to adjourn at 1:10 p.m. The next meeting of Council will be held on Saturday, June 23, 2007 at 9:00 a.m.

Respectfully submitted,
CENTURY 21 Ace Agencies Ltd.
(604) 853-3374 FAX: (604) 853-2133
CENTURY 21 Prudential Estates (RMD) Ltd.
M. Laurie Evans, Property Manager
(604) 514-0291 email: contactlaurie@msn.com
Tim Collins, Property Manager
(604) 273-1745

Form B & F Requests: Valerie Tracey at Century 21 Ace Agencies Ltd. 853-2133

MINUTES OF THE LMS 837 STRATA COUNCIL MEETING –June 2nd, 2007

Century 21 Service Manager: (604) 273-1745 - 24 Hour Emergency Assistance

Cascade Green Maintenance Coordinator: Dennis Driscoll (604) 835-6825
Email: dennis.driscoll@telus.net

IT HAS BECOME A STANDARD PRACTICE IN THE REAL ESTATE INDUSTRY THAT OWNERS PROVIDE TWO (2) YEARS OF COUNCIL AND GENERAL MEETING MINUTES TO POTENTIAL PURCHASERS. PLEASE RETAIN YOUR MINUTES FOR TWO YEARS AS THERE IS A FEE TO OWNERS WHO REQUIRE ADDITIONAL COPIES OF THE MINUTES.

MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN LMS 837 –
CASCADE GREEN HELD ON JUNE 23, 2007 AT 9:00 A.M. IN THE AMENITY ROOM, 1ST FLOOR
2964 TRETHEWEY, ABBOTSFORD, B.C.

COUNCIL IN ATTENDANCE: Joan McCulloch Linda Weber Catherine Ohlsson

REGRETS: Will Hopes Greg Mainwood Janice Baker

ALSO IN ATTENDANCE Laurie Evans Property Manager
Tim Collins Property Manager
CENTURY 21 Prudential Estates (RMD) Ltd.
Dennis Driscoll, Maintenance Coordinator LMS 837

1. CALL TO ORDER

Joan McCulloch as Chairman of the meeting called the meeting to order at 9:10 a.m.

2. ADOPTION OF PREVIOUS MINUTES

It was,

MOVED AND SECONDED

That the minutes of the meeting held on June 2, 2007 be adopted as circulated.

MOTION CARRIED UNANIMOUSLY

3. BUILDINGS

a) Warranty Issue

The Property Manager advised that the deck drain work required by Tri Power Construction, under warranty, has been discussed with RDH Engineering. The Engineer has recently spoken with Tri-Power, who has agreed to the repairs, however, to date no contact has been made with the Strata Corporation. A quote from Master Contract Services for this work has been received and was sent to Tri Power. No response was received. The Strata Corporation may soon effect this repair themselves and submit an invoice to Tri Power Construction for reimbursement.

b) 2964 Lobby Skylights

The restoration work in this lobby is now underway. Municipal permits and inspections for the electrical, framing, sprinkler system, and insulation and vapor barrier portions of this work are in progress or pending. The carpet for installation in the lobby is on site and can be installed after the drywall has been installed. Interior painting will complete the work on this project. Several more weeks will be required to complete all portions of this project.

c) Waterproofing - North End of 2960

Advance Roofing has been asked to repair the membrane tie in around the gas lines at the gas meters. This will be done as soon as the contractor can schedule the work. A metal cage will be built around gas meters, similar to the one at the end of 2962.

d) ICBC Claim – Railing 2958

Melody Custom Metals is completing the manufacture of this railing replacement. A claim for partial reimbursement will be submitted to ICBC in due course.

e) Front Lobby Carpet 2964 and 2962 Buildings

The 2962 lobby carpet has now been will be installed. The 2964 lobby floor carpet installation will be delayed until after the skylight and related lobby work is completed.

f) Fountain Repairs

The concrete has been poured for the refurbishment of the two main front entrance fountains and now needs to cure for 30 days before the epoxy coating can be applied. Imperial Paddock Pools is replacing three pumps and some plumbing for the front fountains. The small fountains will be operational as soon as one pump is installed. Lighting fixtures for these fountains have been approved. Dennis Driscoll and Imperial Paddock Pools will now get the smaller fountains into operation.

g) Bird Access

Where installed, the foam inserts into the bird access points on the 2960 building appear to be working well. Council will be considering a resolution for owner consideration at the coming Annual General Meeting to deal with further installations of this nature.

h) End of Warranty Building Review

John Williamson has obtained three quotes from Engineers for an inspection of the remediated areas. Ray Laflamme has advised he is not qualified for building envelope inspections Master Contract Services have completed their scan review of the buildings. Their report should be received in the coming week. RDH Building Engineering has been put on notice that the Strata Corporation has a claim under the warranty. Mike Battistal, who worked on the remedial project is interested in doing a site inspection. A report from Master Contract Services has been received dealing with the balcony drain piping warranty issue and is being reviewed by the original project engineers. A decision as to which engineering firm is chosen for this work will be made after review of the pipe report and the building scans.

COMMITTEE REPORTS

a) Maintenance Contractors Report

In addition to participation in discussion of the other building maintenance matters reported in these minutes, Dennis Driscoll also advised the Council as follows:

- An untraceable minor water leak into the parking area of the 2960 building has been observed and is being investigated.
- The power sweeping of the underground parking areas will be completed in the coming week.
- The fire alarm system in the 2964 building lobby was damaged by extreme weather during the lobby construction and had to be replaced, as no further parts were available for the older alarm system panel in the building.
- The new fire alarm panel installed will require an in-suite inspection and test in every unit in the 2964 building. These inspections in the 2964 building are especially critical and owners will need to ensure that their unit can be inspected on the specified date. A locksmith will be on hand to open any 2964 unit which cannot be accessed at the time of this inspection. The annual fire safety inspection of all units will be carried out at this same time. These inspections will be carried out on July 9 and 10. Notices will be posted in the buildings closer to date advising of the times of the inspections.
- The fireplace gas supply was recently turned off for the summer and will be turned on again September 1, 2007.
- A new hot water supply tank was required in the 2958 building earlier this month as the previous tank could not be repaired and retuned to service.
- Carpet cleaning policies and procedures were discussed with the Council. Under consideration is whether this work should be done annually by an external carpet-cleaning firm or continue to be done by the cleaning contractor on an as required basis.

b) Grounds -Landscaping

Tree/shrub trimming has been completed at the 2962 building, and other trimming is waiting to be done per schedule. The landscaper has removed a few dead rhododendrons and is replacing those removed. Between July 10 and 20 mulch will be applied to the beds as required. The spring

MINUTES OF THE LMS 837 STRATA COUNCIL MEETING –JUNE 23, 2007

lawn fertilizer has been applied and weed spray will be applied once the weather is suitable. Overall feedback from the owners and from realtors is that the grounds have a very positive appearance and reflection on the property.

c) **Parking**

Joan McCulloch reported that since the last meeting, 5 vehicles were warned because of no insurance or improper maintenance of parking stalls. Three vehicles were towed for violation of the Parking Control bylaws.

Joan McCulloch advised that \$4,085.00 was received following the annual sale of parking decals and visitor parking tags.

A new parking patrol and towing contractor has been located and will be commencing services to the complex. More reliable service than has been experienced in the past several months from the existing is expected and more attractive terms and conditions are available to the Strata Corporation under this proposal. AAA Parking Services will commence services as soon as the required changed signage can be installed. It was then

MOVED AND SECONDED

That the agreement with Abbotsford P.I. Services be terminated at the earliest opportunity.

MOTION CARRIED UNANIMOUSLY

It was then also

MOVED AND SECONDED

That the Strata Corporation enter into an agreement with AAA Parking Services for the provision of parking patrols and reports, and for the arrangement for towing services when required.

MOTION CARRIED UNANIMOUSLY

d) **Moves**

Joan McCulloch reported that since the last meeting there have been 4 moves in and 1 move out of the buildings. In these moves one new owner has arrived.

Joan asked that these minutes remind owners that there are no storage lockers at Cascade Green. Joan continues to receive many inquiries about locker availability.

5. FINANCIAL REPORT

a) **Operating Statements**

As Treasurer Janice Baker was absent from this meeting, consideration of the April and May 2007 financial statements was tabled until the next Council meeting.

b) **Owner Receivables**

The Council was advised that there remains only one owner in serious arrears of their monthly operating assessment payments, and acceptable payment arrangements have been made with this owner.

c) **Operating Budget 2007-2008**

The Property Managers reviewed the draft operating budget they had prepared for the coming fiscal year with the Council. An extensive and detailed line-by-line analysis of the revenue and expense items for the coming year was conducted and was adjusted as felt appropriate by the Council. Following this review it was

MINUTES OF THE LMS 837 STRATA COUNCIL MEETING –JUNE 23, 2007

MOVED AND SECONDED

That an operating budget totaling \$678,550.00 in income and expenses be presented to the owners for approval at the Annual General Meeting.

MOTION CARRIED UNANIMOUSLY

6. NEW BUSINESS

a) Strata Corporation Insurance Renewal

Property Manager, Laurie Evans, advised Council of the terms of the renewal of the Strata Corporation Insurance policy as of the end of May 2007. Quotations from two brokers were received and reviewed. While the terms offered by both brokers were similar, the quotation from BFL Canada Insurance Services was \$5,000.00 less than their competitor's quotation and has been accepted. It is not expected that any significant increase in premium will be experienced at the next renewal date unless it is necessary to file claims against this coverage. The premium will increase to reflect increases in the property appraisal valuation for insurance purposes.

b) Correspondence

Other than referenced elsewhere in the minutes, correspondence to or from Owners also included the following:

- A further letter from an owner concerning the Strata Corporation Bylaws governing towing was received and reviewed by the Council. The Property Manager was directed to advise the owner that, from Council's perspective, this matter is now closed.
- Letter from a lawyer on behalf of an owner contesting the applicability of the rental restriction Bylaw to their client. Property Manager Laurie Evans and/or legal counsel for the Strata Corporation will respond explaining the validity of the existing restriction bylaw.
- Two letters requesting Council approval to alter their strata lot by installing laminate flooring. The Property Manager will conditionally approve these requests on behalf of the Council and provide the owners with the required Assumption of Liability document to be completed and returned to the Council as part of this approval. The owners will be advised of the required specifications for the laminate underlay.
- Letter to Council suggesting that they circulate to all owners copies of the Bylaws which pertain to noise issues.
- Letter from owner concerning Council letter to them regarding satellite dish installation restrictions in the complex.

c) Annual General Meeting Planning

The Property Managers reviewed for Council the resolutions to be presented to the owners for consideration at the Annual General Meeting as requested by the Council or as suggested by the Property Managers. Additions and/or amendments to these resolutions were made before their final format was arrived at. The Council also discussed and established a Strata Council election nominating committee at this meeting. It was then

MOVED AND SECONDED

That the resolutions reviewed and edited by the Council at this meeting constitute the resolutions to be presented to the owners for approval at the Annual General Meeting.

MOTION CARRIED UNANIMOUSLY

7. ADJOURNMENT

There being no further business to come before the meeting, the Chair accepted a motion to adjourn at 1:45 p.m. The next meeting of Council will be held in September 2007.

Respectfully submitted,

CENTURY 21 Ace Agencies Ltd. & CENTURY 21 Prudential Estates (RMD) Ltd.

(604) 853-3374 FAX: (604) 853-2133

MINUTES OF THE LMS 837 STRATA COUNCIL MEETING –JUNE 23, 2007

M. Laurie Evans, Property Manager

(604) 514-0291 email: contactlaurie@msn.com

Tim Collins, Property Manager

(604) 273-1745

Form B & F Requests: Valerie Tracey at Century 21 Ace Agencies Ltd. 853-2133

Century 21 Service Manager: (604) 273-1745 - 24 Hour Emergency Assistance

Cascade Green Maintenance Coordinator:

Dennis Driscoll (604) 835-6825 Email: dennis.driscoll@telus.net

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UNDER THE STRATA PROPERTY ACT, PROPERTY MANAGERS WORK FOR THE OWNERS OF THE STRATA CORPORATION. UNDER THE STRATA PROPERTY ACT AND THE PRIVACY ACT, WHEN SELLING YOUR UNIT THE PROPERTY MANAGER MAY ONLY COMMUNICATE WITH THE OWNER OR THE SELLER'S AGENT UPON PRESENTATION OF THE WRITTEN VERIFICATION OF SUCH A RELATIONSHIP. THE PROPERTY MANAGER CAN NOT COMMUNICATE INFORMATION ABOUT THE STRATA CORPORATION OR YOUR STRATA LOT WITH PURCHASERS OR THE AGENT FOR THE PURCHASER WITHOUT WRITTEN AUTHORIZATION FROM THE OWNER. ALL QUESTIONS OR CONCERNS SHOULD BE DIRECTED TO THE OWNER OF THE UNIT OR THE OWNER'S AGENT. PLEASE SAVE THE MINUTES FROM STRATA MEETINGS FOR FUTURE REFERENCE.

MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN LMS 837 – CASCADE
GREEN HELD ON APRIL 28, 2007 AT 9:00 A.M. IN THE AMENITY ROOM, 1ST FLOOR
2964 TRETHEWEY, ABBOTSFORD, B.C.

COUNCIL IN ATTENDANCE: Will Hopes Chairman of Meeting
Janice Baker
Linda Weber
Joan McCulloch
Catherine Ohlsson
Greg Mainwood

ALSO IN ATTENDANCE Tim Collins Property Manager
CENTURY 21 Prudential Estates (RMD) Ltd.
Dennis Driscoll, Maintenance Coordinator LMS 837

1. CALL TO ORDER

Will Hopes called the meeting to order at 9:10 a.m.

2. ADOPTION OF PREVIOUS MINUTES

It was,

MOVED AND SECONDED

That the minutes of the meeting held on March 24, 2007 be adopted as circulated.

MOTION CARRIED UNANIMOUSLY

3. BUILDINGS

a) Warranty Issue

The Property Manager advised that Tri Power Construction has failed to respond to several recent phone calls and emails concerning a completion date for this work. Council has agreed that another contractor should complete this repair. A complaint will be filed with the Homeowner Protection Branch of the B.C. Government as well as with the engineering firm who supervised this contractor's work. Council will determine after the repair whether an action in Small Claims Court over this warranty matter is desirable.

b) 2964 Lobby Skylights

A new engineering firm has been located and is working on the drawings needed by the City of Abbotsford to be able to issue permits for this work. Preliminary inspection of the interior walls surrounding the lobby windows have indicated that some additional work will be required in this area due to moisture ingress from the skylights. This inspection will continue and a specification for this repair provided by the engineer. Additional costs for engineering and construction work are now anticipated in this project.

c) Waterproofing - North End of 2960

This work continues to wait for the arrival of the weather required for this type of work to be done.

d) ICBC Claim – Railing 2958

I.C.B.C. is insisting that the Strata Corporation pay for all the paint color powder the contractor needs to complete this repair, and will only reimburse the Strata for the amount of material actually needed for the repair. Other contractors have advised that they cannot supply the needed powder coated railings on any other terms than the current contractor, and other repair methods have been discussed and dismissed as unsuitable. In order to complete this long awaited repair the Council has decided to purchase the coating required and store the residual powder for future use.

e) Front Lobby Carpet 2964 and 2962 Buildings

The 2962 lobby has been prepared for carpeting and this will be completed within the coming week. The 2964 lobby floor has also been prepared, but installation of this carpet will be delayed until after the skylight and related lobby work is completed.

f) Fountain Repairs

The requested quotation for the waterproofing of the interior of the fountains and related mechanical work was reviewed with Council by the Property Manager. It was felt that the pricing quoted for this work was high and a second quotation had been asked for and received. The second quotation specification involves covering the existing interior with tar, and then recovering all structure surfaces on the interior with new cement coating. Construction of the desired interior stepping as well as options for the new cement finish are included in this second quotation. Council agreed to accept and proceed with this work by RuDa Contracting pursuant to their quotation of \$5800.00 + GST for the work. Minor electrical and mechanical work also remains to be done under this project. Council discussed lighting options for the refinished fountains and quotations for these fixtures are to be obtained.

g) End of Fifth Year Warranty Reviews and Inspections

Master Contract Services Ltd who have performed infrared scans of portions of the buildings in past has been contacted and has scheduled additional targeted scans following review by the Property Manager of the questionnaires returned by owners. Scanning work is currently scheduled for Monday through Thursday of the weeks of May 14 and May 21. Owners will receive notices reminding them of this building exterior scanning. The Warranty Consultant has provided quotations from three engineering firms for provision of overall building inspections with additional focus on previous problem areas. These quotations were reviewed with the Council by the Property Manager. Property Manager Laurie Evans is seeking an additional quotation for these engineering services.

h) RuDa Contracting Window Detailing Work

Repairs to needed window detailing will continue when the weather permits this type of work.

i) Gutter Repairs and Bird Access

The gutter contractor has been able to complete some of the needed repairs; further work is now needed and will be done shortly. Installation of the foam-like inserts into the bird access points on the 2960 building has been completed as a test of the effectiveness of this method of bird access control. Since this installation was completed no further attic insulation removed by birds has been found on the grounds at this building. Council will continue to monitor this bird control measure.

j) Strata Lot #232 Water Damage

The contractor working for the owner of strata lot # 232 has now completed satisfactory repairs to the strata lot below them caused by water damage due to an appliance malfunction in strata lot #232.

k) Non-accessible Window Cleaning

Some of this cleaning was completed when the boom lift truck was last on site for gutter and other repairs. Further cleaning of some of these windows can be done by the maintenance coordinator from the ground or via a ladder. The boom lift may be needed again to complete this job.

l) Power Flushing Main Drain Pipes

This contractor has not yet attended on site to complete this work which has been ordered. The Property Manager will follow up with this firm.

m) Chain Link Fence Repairs

After discussion of the repairs needed to this fencing, the Council directed that a gate should be installed in the fencing at the center of the fire lane. If it is cheaper to move the existing unused gate to this location that will be done. If not a new gate will be installed into this location.

4. COMMITTEE REPORTS

a) Maintenance Contractors Report

In addition to participation in discussion of the other building maintenance matters reported in these minutes, Dennis Driscoll also advised the Council as follows:

- A pinhole leak in a common water pipe has caused some damage in two units in the 2962 building. The leak has been repaired and interior repairs to the involved units are underway, being monitored.
- A small leak into one 2964 unit has been identified as being a result of a gutter problem in that area which will be repaired shortly. Further repairs to the window detailing in one window of this unit will be required.
- The landscaping sprinkler system has been inspected and adjusted by the sprinkler maintenance contractor and the system is now ready for use for the season.
- Dennis advised the Council that replacement lampshades for the existing common area hallway lighting have become very expensive. It is much cheaper to install a complete new fixture in those areas where fixture repairs are needed. As discussed with Council earlier, new fixtures will be installed floor by floor where necessary, and the serviceable fixtures removed will be used as replacement fixtures in the other areas using that type of fixture.
- All the new lighting reflectors for hallways have been received; as lights burn out the new reflectors are being installed in those fixtures.
- The overhead door sections at the 2960 building have now been replaced as directed by the Council earlier.
- Access to the 2964 building amenity room has been further restricted by the addition of a deadbolt to this door and this appears to have resolved the problems in this area.
- The contractor has now completed removing the fountain rocks which had been left on the retaining wall of an adjoining property. The concern by this owner over damage to his property by tree roots has been referred to the Dispute Resolution for investigation. This owner alleges that these trees are on his property and that he simply intends to remove them. The committee will ask for the proof that these trees are on his property as alleged.
- The small fountains need to be cleaned and then they can be turned on.
- Richmond Elevator has had to be called out to the property several times recently. Dennis questions whether this is due to staffing changes at Richmond Elevator.
- It was requested that owners be reminded they are not to store property in the underground parking areas.

b) Grounds -Landscaping

Council Landscaping coordinator Catherine Ohlsson advised that she is in frequent contact with the landscaping contractor and that services are being provided as expected and contracted for. Some further hedge trimming has been requested of the landscaper. The Property Manager is asked to ask the landscaping contractor the price to plant two small rhododendrons in the rear of the 2962 building near unit #107 to replace shrubs which had to be removed from that site earlier.

c) Parking

Joan McCulloch reported that since the last meeting, 6 vehicles were warned because of no insurance or improper maintenance of parking stalls. One vehicle was towed for violation of the Parking Control bylaws. Joan McCulloch will be ordering new parking passes and decals shortly for future use.

Council discussed the continuing lack of service reliability provided by the current parking monitoring and towing contractor. Their ability to regularly attend on site and on the number of days per month they are contracted to do so has further deteriorated. Council instructed that this contractor is now to be paid monthly based on the number of days they attend at the property as advised by the Strata Council. The Property Manager is to contact the contractor in writing and request a 50% refund of the February fees paid to this contractor.

d) Moves

Joan McCulloch reported that since the last meeting there have been 4 moves in and 7 moves out of the buildings. In these moves one tenant has left and one new tenant has arrived.

Council member Greg Mainwood joined the meeting at this point and noted that he had to work very late the previous evening.

e) Dispute Resolution Committee

Janice Baker advised that she and Catherine Ohlsson had met with one owner who had been advised of bylaw violation fines against his strata lot account for noise and other Bylaw violations. The meeting was pleasant and the owner has assured the committee that he will do everything in his power to prevent repetition of the incident which gave rise to the Bylaw infraction notice. This owner will be charged the cost of the replacement light fixtures related to this incident.

Council discussed another current situation with a view as to whether it would be appropriate for this committee to become involved as the matter may end up in the hands of legal counsel for both parties. Council decided the committee would not intervene in this situation.

5. FINANCIAL REPORT

a) Operating Statements

Treasurer Janice Baker advised the meeting that she had reviewed the March financial statements and discussed them with Property Manager Tim Collins. Council and the Property Manager discussed the erratic invoicing habits of one supplier. The Property Manager advised he has already spoken to this supplier about this problem and the problem should now be resolved. Janice recommended that the March financial statements be adopted. It was

MOVED AND SECONDED

That the March 2007 financial statements be adopted as prepared by the Property Management firm.

MOTION CARRIED UNANIMOUSLY

b) Owner Receivables

The Council was advised that three Owners who had been in serious arrears of their monthly operating assessment payments have now brought their accounts to a current position as a result of collections action as directed by the Council. Property Manager Tim Collins advised Council that several other units are approaching the point where pre-lien demand for payment letters will be sent to them and will incur the expense of formal demand for payment notifications. Foreclosure action against one owner has been terminated after the owner paid the significant arrears in their account.

c) Strata Corporation Insurance Policy Renewal

The Property Manager advised Council that the Strata Corporation Insurance policy is up for renewal at the end of May 2007. Quotations from two brokers have been received for this policy renewal and the Property Manager will be renewing insurance coverage on the best terms available. It is not expected that any significant increase in premium will be experienced this year

MINUTES OF THE LMS 837 STRATA COUNCIL MEETING –APRIL 28, 2007

due to claims history as there have not been any claims filed within the past year. The premium will increase to reflect the increase in the property appraisal valuation for insurance purposes.

6. NEW BUSINESS

a) Correspondence

Other than referenced elsewhere in the minutes, correspondence to or from Owners also included the following:

- Further letter from an Owner concerning towing fees incurred, and the related Strata Corporation Bylaws governing same. The Council discussed this matter again and asks that the Property Manager confirm receipt of this correspondence from this owner and provide the owner with a full copy of the current Bylaws. This bylaw is under review by the Council for any possible updates needed.
- Letter from an owner requesting an extension to their rental exemption under hardship conditions. The owner was granted a one-year rental exemption in November of 2006. The owner has requested a 4-month extension to this extension. After discussion Council decided to table this request for review until August 2007, as they cannot properly assess hardship conditions claimed this far in advance of the end of the one-year exemption approval. The Property Manager will advise this owner of this deferral.
- Letter from an owner requesting Council approval to alter their strata lot by installing laminate flooring. The Property Manager will conditionally approve this request on behalf of the Council and provide the owner with the required Assumption of Liability document to be completed and returned to the Council as part of this approval.

7. ADJOURNMENT

There being no further business to come before the meeting, the Chair accepted a motion to adjourn at 11:50 a.m. The next meeting of Council will be held on Saturday, June 2 2007 at 9:00 a.m.

Respectfully submitted,
CENTURY 21 Ace Agencies Ltd.
(604) 853-3374 FAX: (604) 853-2133
CENTURY 21 Prudential Estates (RMD) Ltd.
M. Laurie Evans, Property Manager
(604) 514-0291 email: contactlaurie@msn.com
Tim Collins, Property Manager
(604) 273-1745

Form B & F Requests: Valerie Tracey at Century 21 Ace Agencies Ltd. 853-2133

Century 21 Service Manager: (604) 273-1745 - 24 Hour Emergency Assistance

Cascade Green Maintenance Coordinator: Dennis Driscoll (604) 835-6825
Email: dennis.driscoll@telus.net

IT HAS BECOME A STANDARD PRACTICE IN THE REAL ESTATE INDUSTRY THAT OWNERS PROVIDE TWO (2) YEARS OF COUNCIL AND GENERAL MEETING MINUTES TO POTENTIAL PURCHASERS. PLEASE RETAIN YOUR MINUTES FOR TWO YEARS AS THERE IS A FEE TO OWNERS WHO REQUIRE ADDITIONAL COPIES OF THE MINUTES.

MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN LMS 837 – CASCADE
GREEN HELD ON MARCH 24, 2007 AT 9:00 A.M. IN THE AMENITY ROOM, 1ST FLOOR
2964 TRETHEWEY, ABBOTSFORD, B.C.

COUNCIL IN ATTENDANCE:	Janice Baker Linda Weber Joan McCulloch Catherine Ohlsson	Chairman of Meeting
REGRETS:	Greg Mainwood	Will Hopes
ALSO IN ATTENDANCE	Laurie Evans Tim Collins CENTURY 21 Prudential Estates (RMD) Ltd. Dennis Driscoll,	Property Manager Property Manager Maintenance Coordinator LMS 837

1. **CALL TO ORDER**
Janice Baker called the meeting to order at 9:25 a.m.

2. **ADOPTION OF PREVIOUS MINUTES**
It was,

MOVED AND SECONDED
That the minutes of the meeting held on February 24, 2007 be adopted as circulated.

MOTION CARRIED UNANIMOUSLY

3. **BUILDINGS**

a) **Warranty Issue**

The Property Manager advised that Tri Power Construction is awaiting better weather before they come to the site to effect the required work on a deck drain. The Property Manager will follow-up with this contractor and monitor for completion.

b) **2964 Lobby Skylights**

Focus Engineering has advised that with their current workload they are not going to be able to prepare architectural drawings of this building modification to meet the requirements of the City of Abbotsford in the time frame required by the Strata Corporation. The Property Manager will query the City of Abbotsford again about the requirement for these drawings.

c) **Waterproofing - North End of 2960**

The work to be done in this area has been ordered and will be completed after the arrival of the warmer weather required for this type of work to be done.

d) **ICBC Claim – Railing 2958**

The Property Manager continues to correspond with ICBC in an attempt to have them approve the costs related to this repair. I.C.B.C. has to approve in advance all costs which will be billed to them in this claim. I.C.B.C. is insisting that the Strata Corporation pay for all the paint color powder the contractor needs to complete this repair, and will only reimburse the Strata for the amount of material actually needed for the repair. Several hundreds of dollars are involved in this matter.

e) **Front Lobby Carpet 2964 and 2962 Buildings**

Council further reviewed carpet samples and prices at this meeting. A decision was reached to install rolled carpet rather than carpet tiles as the material cost is far less than for the tiles. The existing ceramic tiles will be removed before this carpet is installed. Council has determined

that the entire lobby and both elevators in both these buildings will be carpeted. Some of the removed tiles will be used in the refurbishment of the front fountains. It was

MOVED AND SECONDED

That T & D Cleaning Services be engaged to remove the ceramic tiles in the 2962 and 2964 building lobbies for an amount of \$1290.00, and that Rick Allen be engaged to level the flooring after tile removal for a fee of \$1000.00 and to install new carpet for a fee of \$804.00. The Strata Corporation will purchase sufficient appropriate carpet from Tip Top Carpets for these areas at a cost for approximately \$1.29 per square foot.

MOTION CARRIED UNANIMOUSLY

f) Fountain Rock Removal and Upgrading

The appointed contractor has completed removal of the rocks from within the main front fountains. Waterproofing the interior of the fountains will proceed once the weather permits. Required electrical and plumbing work on this project can be commenced before the waterproofing.

g) End of Fifth Year Warranty Reviews and Inspections

Plans for the completion of this review and inspection were outlined for Council by Property Manager Laurie Evans. The contractor who has performed infrared scans of portions of the buildings will be asked to return to perform additional targeted scans. The Warranty Consultant has been asked to obtain quotations from engineering firms to perform an overall inspection with more focus on previous problem areas. Questionnaires will be provided to all owners with a request that they complete and return them identifying any suspected building defects within their units. The Property Manager and Council will then assess whether these concerns are warranty related. Owners are requested to return their completed questionnaires by 25 April to the Strata Council members identified on the questionnaire.

These questionnaires are important in that this will be owners' last opportunity to identify any warranty related building defects. If warranty related defects are not reported within the warranty period the Strata Corporation cannot be held responsible for the repair of such defects at a future time.

Council agreed with the plan as outlined by the Property Manager and it was

MOVED AND SECONDED

That Master Contract Services Ltd. be contracted to perform infrared building scanning as required for the end of warranty review and inspection process.

MOTION CARRIED UNANIMOUSLY

h) RuDa Contracting Window Detailing Work

One unit in the 2964 building has had the required window work there completed, the remaining few units will be attended to as weather permits.

4, Bylaw Violation Hearing Strata Lot # 126

At this point in the meeting the owner of this unit joined the meeting to discuss with the Council several alleged Strata Corporation Bylaw violations which the owner had been notified in writing of. The owner presented information to the Council in each of the three alleged bylaw violations, and Council asked questions of the owner. The owner left the meeting 25 minutes after arrival and was thanked for attending by the Strata Council.

Following this hearing the Council considered the information presented to them by the owner and from other sources and made their determination as to enforcement action. As the owner admitted that his family member moving out of his unit did not notify the Council in advance

of their move out date, and did not hence place protective coverings in the elevator during this move it was

MOVED AND SECONDED

That the owner strata lot #126 be assessed a bylaw violation fine of \$100.00 for each of the two violations of moving out of the building without advance notice to the Strata Council and for failure to ensure that protective padding was placed in the elevator as part of a move; both of which contravene the Strata Corporation Bylaws.

MOTION CARRIED UNANIMOUSLY

The Council determined that they would not assess a Bylaw violation fine for a strata lot rental violation allegation in this case unless or until further information becomes available to them.

5. BUILDINGS - CONTINUED

i) Cleaning Contractor Duties Review

Property Manger Laurie Evans has met with the cleaning contractor and reviewed the contractors' scheduled duties and where the time put in by the contractor is utilized. This review was in part to improve cleanliness in specified target areas. This contractor will no longer perform carpet-cleaning services for an additional fee but will concentrate on the basic contract duties.

j) Gutter Repairs and Bird Access

The gutter contractor has been on site doing some of the needed repairs; further work is to be done shortly. The problem of bird access to the building soffits has commenced again. Council discussed performing a test installation of the foam-like inserts into the bird access points to stop their ability to enter. These birds are also removing insulation from the inside of the building soffit areas. A second quotation for the supply and installation of this type of insert is to be obtained and reviewed by Council prior to proceeding.

k) Strata Lot #232 Water Damage

This strata lot had caused water damage to the unit below them due to an appliance malfunction, and had promised to cover the costs of repairs too the unit below. As this promise has not yet been fulfilled Council will write this owner and advise that they have until April 15, 2007 to resolve this matter or the Strata Corporation will complete the needed repairs and charge the costs back to the owner strata lot # 232.

l) Strata Lot # 87 Carpet Damage

Residents of this strata lot had damaged the carpet in this building by riding a bicycle over the carpet. The owner has not been able to clean the carpet adequately to remove visible damage to the carpet. The cost to replace this section of carpet will be \$606.81. Council directed that the carpet replacement proceed and this owner be assessed this cost.

m) Garage Door Repairs and Maintenance Contract

A section of the door at the 2960 building was damaged during one of the winter snowstorms. Council agreed that this \$750.00 repair should proceed. Council also discussed the benefit of an ongoing preventative maintenance contract for these doors. It was

MOVED AND SECONDED

That a preventative maintenance contract be entered into with the overhead door contractor at an annual cost of \$250.00 per door and including quarterly inspections and maintenance service.

MOTION CARRIED UNANIMOUSLY

n) **2962 Building Drainage Field**

As recommended by the landscape contractor installation of additional drainage tiles is required in the area to the rear of the 2962 building. Quotations are to be obtained for the installation of such an expanded drainage field in this area.

6. **COMMITTEE REPORTS**

a) **Maintenance Contractors Report**

In addition to participation in discussion of the other building maintenance matters reported in these minutes, Dennis Driscoll also advised the Council as follows:

- An intermittent water leak into the 2962 underground area has been observed and is being monitored.
- The underground and exterior parking areas have been swept of sand and gravel.
- Repairs to some lighting fixtures is becoming difficult as parts for these fixtures cannot be obtained. Council decided that suitable fixtures of a new style be installed in one area at a time with the removed fixtures being used in other areas as needed.
- Dennis reported on the test of a new hallway unit door area lighting reflector and bulb which produces better lighting with a reduced energy cost. Council directed that these new bulbs be installed on a as needed as basis, but that purchase of all the needed reflectors be made to obtain the cost savings from such a larger purchase. On this matter it was

MOVED AND SECONDED

That the Maintenance Coordinator and Property Manager arrange for the purchase of 254 hallway lighting reflectors at a cost of \$7.95 plus taxes.

MOTION CARRIED UNANIMOUSLY

- RuDa Contracting has been asked to proceed with the needed repairs to chain link fencing.
- Some entry fob readers have been stolen as part of attempts to break into the buildings. Protective covers for these readers are being investigated.

b) **Grounds -Landscaping**

The gardening contractor has completed some early shrub pruning and will repair the lawns near the main fountains after work in that area is completed. Lawn sprinklers will be repaired and tested in early May. RiteWay fencing is to be attending to the fence repairs needed adjacent to the fire lane at the 2962 and 2964 building.

c) **Parking**

Joan McCulloch reported that since the last meeting, 4 vehicles were warned because of no insurance and 7 vehicles were towed. Owners are again reminded that visitor-parking passes are for use by visitors only and that use of them by a resident can result in a vehicle being towed off of the property.

d) **Moves**

Joan McCulloch reported that since the last meeting there have been 2 moves in and 2 moves out of the buildings. Both these units were previously rental units but are now Owner occupied.

7. **FINANCIAL REPORT**

a) **Operating Statements**

Treasurer Janice Baker advised the meeting that she had reviewed the February financial statements and discussed them with Property Manager Tim Collins, and that she was recommending that they be adopted. It was

MOVED AND SECONDED

That the February 2007 financial statements be adopted as prepared by the Property Management firm.

MOTION CARRIED UNANIMOUSLY**b) Owner Receivables**

The Council was advised that three Owners who had been in serious arrears of their monthly operating assessment payments have now made arrangements to bring their accounts to a current position. Property Manager Tim Collins advised Council that two further units have now reached the point where pre-lien demand for payment letters will be sent to them. Several other units are approaching this point and will incur the expense of formal demand for payment notifications. Foreclosure action has commenced for the second time against one Owner for their failure to remit funds owing to the Strata Corporation.

8. NEW BUSINESS**a) Correspondence**

Other than referenced elsewhere in the minutes, correspondence to or from Owners also included the following:

- Letter from an Owner requesting a refund of towing fees incurred. Council discussed this incidence in detail and determined that the towing would have been avoided had the owner contacted the appropriate Council member in advance of the parking violation. It was

MOVED AND SECONDED

That the request of the owner of strata lot #24 to be reimbursed by the Strata Corporation for towing fees incurred when they were towed off of the common property be denied.

MOTION CARRIED UNANIMOUSLY

- Bylaw violation notice letter to owner strata lot #153 concerning complaints following a noisy party to which 4 police cars were required to attend and which is alleged to have caused property damage as well
- Letter to owner strata lot #162 to chargeback costs incurred by Strata Corporation to remove that owners goods from an amenity room which had been booked for a function by another owner.
- Bylaw violation notice letter to owner strata lot # 45 concerning a complaint regarding storage of goods on a balcony contrary to the Strata Corporation Bylaws.
- Letters from an owner inquiring about maintenance and property management procedures.
- Bylaw violation notice letter to owner strata lot #17 concerning a complaint regarding entering a strata lot by means of climbing over a ground floor balcony railing.
- Letter to owner strata lot #36 conditionally approving their request to install laminate flooring and to remove a non-load bearing half wall in their unit.

b) Dispute Resolution Committee

The Council discussed and agreed that an informal Dispute Resolution Committee could be established to assist the Council in owner and Council concerns and in Bylaw violation matters. Janice Baker and Catherine Ohlsson would be the first members of this committee. It was then

MOVED AND SECONDED

That an informal Dispute Resolution Committee consisting of Council members Janice Baker and Catherine Ohlsson be established to assist the Council in researching owner and Council concerns and to provide the Council with additional information in Bylaw violation matters. .

MOTION CARRIED UNANIMOUSLY**c) Accident Expenses**

A resident of the complex has asked the Strata Corporation for assistance with expenses incurred following a non-vehicle accident on the strata common property. On the advice of the

insurance adjuster appointed by the Strata Corporation insurance broker the Strata Council has agreed to reimburse these expenses. It was

MOVED AND SECONDED

That the resident of strata lot # 73 be reimbursed for expenses in the amount of \$1,701.15 resulting from an accident on the common property.

MOTION CARRIED UNANIMOUSLY**8. ADJOURNMENT**

There being no further business to come before the meeting, the Chair accepted a motion to adjourn at 1:35 p.m. The next meeting of Council will be held on Saturday, April 28th 2007 at 9:00 a.m.

Respectfully submitted,
CENTURY 21 Ace Agencies Ltd.
(604) 853-3374 FAX: (604) 853-2133
CENTURY 21 Prudential Estates (RMD) Ltd.
M. Laurie Evans, Property Manager
(604) 514-0291 email: contactlaurie@msn.com
Tim Collins, Property Manager
(604) 273-1745

Form B & F Requests: Valerie Tracey at Century 21 Ace Agencies Ltd. 853-2133

Century 21 Service Manager: (604) 273-1745 - 24 Hour Emergency Assistance

Cascade Green Maintenance Coordinator: Dennis Driscoll (604) 835-6825
Email: dennis.driscoll@telus.net

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--

2007 BALCONY INSPECTION AND CHECK LIST – CASCADE GREEN

1. CHECK VINYL DECK SEAMS FOR SEPARATION
2. INSPECT VINYL DECK FOR HOLES, GOUGES, CRACKS, BUBBLES OR LIFTING ON THE FLOOR SURFACE (NOT WALL)
3. INSPECT AND REPORT ON ANY PATIO FURNITURE TEARING OR GOUGING DECK VINYL I.E. BARBECUE, CHAIRS, OTHER ITEMS.
4. INSPECT RAILINGS FOR TIGHTNESS (there is some movement) , SECURE AT ANCHOR
5. INSPECT RAILING GLASS
6. CHECK FOR SIGNS OF WATER STAINING ON STUCCO WALLS
7. CHECK SOFFITS FOR VISUAL PROBLEMS
8. CHECK CAULKING AROUND PATIO DOORS AND WINDOWS
NOTE IF SEALANT IS REQUIRED
9. CHECK BALCONY DIVIDER PANES FOR POSITIONING AND STABILITY
10. CHECK CEDAR TRIM AND SEALANT BETWEEN CEDAR TRIM AND STUCCO.
11. CHECK FOR SHIMS BENEATH PATIO SWING DOOR AT THRESHOLD AND REPLACE AS NEEDED.
12. NOTE OTHER CONCERNS NOT SPECIFIED
13. CHECK FOR ANY LARGE (not hairline) CRACKS, STAINS, MOISTURE ON THE STUCCO WALL AREAS ADJACENT TO YOUR UNIT

PLEASE NOTE EVIDENCE OF ANY OF THE ABOVE BY LISTING THE ITEM NUMBER BELOW OR BY A WRITTEN EXPLANATION, IF PREFERRED, AND RETURN THIS QUESTIONNAIRE *UNDERNEATH THE DOOR* OF THE PERSON SHOWN BELOW FOR YOUR BUILDING BY APRIL 25TH, 2007.

Name of Resident	Unit #	Telephone
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2964 - 1 st floor amenity room	2962 - # 420	Janice Baker
2958 - # 108 – Joan McCulloch	2960 - # 401	Will Hopes

MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN LMS 837 – CASCADE
GREEN HELD ON FEBRUARY 24, 2007 AT 9:00 A.M. IN THE AMENITY ROOM, 1ST FLOOR
2964 TRETHEWEY, ABBOTSFORD, B.C.

COUNCIL IN ATTENDANCE: Catherine Ohlsson Chairman of Meeting
Linda Weber
Joan McCulloch

REGRETS: Greg Mainwood Janice Baker Will Hopes

ALSO IN ATTENDANCE Laurie Evans Property Manager
Tim Collins Property Manager
CENTURY 21 Prudential Estates (RMD) Ltd.
Dennis Driscoll, Maintenance Coordinator LMS 837

1. CALL TO ORDER

Catherine Ohlsson called the meeting to order at 9:15 a.m.

2. ADOPTION OF PREVIOUS MINUTES

It was,

MOVED AND SECONDED

That the minutes of the meeting held on January 27, 2007 be adopted as circulated.

MOTION CARRIED UNANIMOUSLY

3. BUILDINGS

a) Warranty Issue

The Property Manager advised that no finite response has been received from Tri Power Construction with a date by which as to when they will actually complete the required work on a deck drain. The Property Manager will follow-up and ask this contractor for a completion date. If after that date the work has not been completed, another contractor will be obtained to perform these warranty repairs. The cost of these repairs will then be claimed from the original contractor, with the Strata Corporation taking the original contractor to Small Claims Court to recover this cost if necessary.

b) 2964 Lobby Skylights

The replacement of the entrance skylights with roofing continues to await City of Abbotsford approval. The City is requiring a Building Permit for this roof replacement work. Focus Engineering is preparing architectural drawings of this building modification to meet the requirements of the City of Abbotsford for this type of repair and replacement.

c) Waterproofing - North End of 2960

The work to be done in this area has been ordered and is pending the warmer weather required for this type of work to be done.

d) ICBC Claim – Railing 2958

The Property Manager continues to correspond with ICBC in an attempt to have them approve the costs related to this repair. I.C.B.C. has to approve in advance all costs which will be billed to them in this claim.

e) Front Lobby Carpet 2964 and 2962 Buildings

Council reviewed carpet samples and prices at this meeting. A decision was reached as to the color and design to be used in these two locations, where Council had confirmed lobby flooring will be replaced. Council has determined that the entire lobby and both elevators in both these

buildings will be carpeted. A second quotation for the supply and installation of the chosen carpet is being obtained.

f) Tree Removal – East Side 2962

An Owner whose property borders the Cascade Green property had written to Council expressing concern over a large tree on the strata property bordering that Owners' property. A quotation for the removal of this tree has been received, but the tree removal contractor has some reservations about the necessity of the removal of this tree. This matter continues under review by Council.

g) Fountain Rock Removal and Upgrading

The appointed contractor has commenced removal of the rocks from within the front fountains. Work on this project will then continue as previously planned.

h) Dryer Vent Detailing

A contractor had earlier provided a recommendation and quotation for the re-detailing of the dryer vent exhausts in the complex. Previous infrared scanning had identified a possible concern in some of these areas. The 2007 Building Remediation Warranty infrared scanning of the buildings will further clarify the extent and degree of this type of concern. Alternate quotations for this re-detailing work will then be sought if necessary.

i) Hot Water Tank Repair – 2964

The Property Manager discussed with Council recent repairs needed to this water heater. While the warranty for this water heater provides for replacement parts, the warranty does not cover the cost of labor to replace warranted parts.

j) Cleaning Contractor Duties Review

Property Manager Laurie Evans is reviewing the cleaning contractors' scheduled duties and where the time put in by the contractor is utilized. A meeting with this contractor to review and improve cleanliness in specified target areas has been scheduled. Some concerns have been voiced by Owners about the 'detailing' of cleaning of certain areas by the cleaning contractor.

4. COMMITTEE REPORTS

a) Maintenance Contractors Report

In addition to participation in discussion of the other building maintenance matters reported in these minutes, Dennis Driscoll also advised the Council as follows:

- Fencing repairs and adjustments continue where needed throughout the complex.
- Dennis Driscoll mentioned questions from Owners about the availability or specifications for paint for their balcony railings. The Property Manager will review this matter with Dennis.
- The need for some new wall lighting fixtures in 2958 was mentioned by Dennis; several of these fixtures need replacement as they cannot be repaired.
- Dennis has straightened several exterior light poles; some poles will need repositioning in order to make them stable vertically.
- Dennis has just completed an inspection and replacement of exterior lighting bulbs and replaced same where necessary; an electrician is needed to effect repairs on some of these fixtures before they can be returned to service.
- Gutter repairs and replacements in the 2960 and 2964 buildings are underway. External contractor assistance will be needed with some of these repairs.
- A window in a 2964 building unit is waiting to be removed and then re-installed after the window frame is repaired so that the window will function properly.
- A rain water leader in the 2962 building had to be repaired as it was allowing water into the building carpeting. A similar repair is needed in the 2958 building.

- A washing machine on the second floor of the 2958 building had leaked and damaged the unit below. The Owner of the second floor unit is making all arrangements for the repair of the ground floor unit and will cover those costs directly as well.
- A series of minor roof leaks have been patched and will receive a more permanent repair once the weather is suitable for same.

b) Grounds -Landscaping

The gardening contractor has suggested that the Strata Council trench all along the exterior of the foundation of the buildings and add river rock to this trench as a deterrent to feral cats, opossums, and other vermin who will nest in any open depression. Council is investigating the costs associated with this suggestion. The strata corporation pest control contractor concurs with this recommendation.

While on this subject it was also discussed that several Owners are allowing their cats to run free on the outside common property. The Strata Corporation Bylaws stipulate all Owners' cats are to be kept inside their units only. Cats running loose will be caught in humane live traps and removed from the property without notice.

Owners are also requested to maintain the appearance of the complex by not dropping litter or garbage on the grounds or inside of the buildings or parking areas.

c) Parking & P.I. Parkade

Joan McCulloch reported that since the last meeting, 4 vehicles were warned because of no insurance and 6 vehicles were towed. Joan again reported that P.I. Parkade has not been fulfilling their obligations under the current operating agreement. The Property Manager will ask P.I. Parkade to provide a quotation for services on a daily basis as opposed to the current monthly basis.

d) Moves

Joan McCulloch reported that since the last meeting there have been 4 moves in and 4 moves out of the buildings. One previous rental unit is now Owner occupied. A suspected case of a new rental contrary to the Strata Bylaws is being investigated and pursued.

6. FINANCIAL REPORT

a) Operating Statements

As Treasurer Janice Baker was not able to attend this meeting it was agreed to table consideration of the January 2007 financial statements until the next Council meeting. At this point in the year the Strata Corporation is running ahead of budget with a year to date surplus of \$9847.00. At this point there is also a \$40,000.00 loan from the Contingency Reserve fund to the Operating fund. This loan will be retired as soon as cash on hand permits and before the fiscal year end. Owner receivables of \$8524.00 resultant from Owners not paying strata fees and charges on time contributes to the need for this loan.

b) Owner Receivables

The Council was advised that four Owners were now in serious arrears of their monthly operating assessment payments. Property Manager Tim Collins advised Council that three of these units have now received pre-lien demand for payment letters, and two have made arrangements to bring their accounts current. A non-resident Owner is returning to the Abbotsford area early in March to bring their account current and to make arrangements for automatic monthly payments. As per direction from the Council, foreclosure action has commenced for the second time against one Owner for their failure to remit funds owing to the Strata Corporation. A small number of units are approaching the arrears point where the Council will commence formal action against them.

7. NEW BUSINESS**a) Correspondence**

Other than referenced elsewhere in the minutes, correspondence to or from Owners also included the following:

- Letter from an Owner offering suggestions to the Council about facility maintenance and security matters.
- Letter from Owner requesting permission to erect freestanding satellite dish on their balcony which would not be visible from outside the balcony and would not be attached to or require any modifications to the exterior of their unit. Council will respond with the installation restrictions applicable in this matter.
- Letter from Owner concerning written Bylaw violation warning which they had received.
- Two letters from Owners requesting permission to remove a partition half wall in their unit, and to remove another wall. Non-load bearing half walls may be removed by Owners with Council permission. Written confirmation from a structural engineer that any other wall is non-load bearing is required before Council can consider any other wall removals, and municipal permits will be required.
- Letter from Owner inquiring about responsibility for fireplace maintenance and inspection. Owners are encouraged to have their fireplaces inspected and serviced as necessary annually. Several local firms are available to perform this service for Owners, including:
Fireplaces Unlimited 599-4333 Deans' Gas and Heating 504-0043
Alpha Fireplaces 852-1212

8. ADJOURNMENT

There being no further business to come before the meeting, the Chair accepted a motion to adjourn at 11:50 p.m. The next meeting of Council will be held on Saturday, March 24th 2007 at 9:00 a.m.

Respectfully submitted,

CENTURY 21 Ace Agencies Ltd.

(604) 853-3374 FAX: (604) 853-2133

CENTURY 21 Prudential Estates (RMD) Ltd.

M. Laurie Evans, Property Manager

(604) 514-0291 email: contactlaurie@msn.com

Tim Collins, Property Manager

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Form B & F Requests: Valerie Tracey at Century 21 Ace Agencies Ltd. 853-2133

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MINUTES OF THE MEETING OF THE COUNCIL OF OWNERS, STRATA PLAN LMS 837 – CASCADE GREEN
HELD ON SATURDAY, JANUARY 27, 2007 AT 9:00 A.M. IN THE AMENITY ROOM, 1ST FLOOR
2964 TRETHEWEY, ABBOTSFORD, B.C.

COUNCIL IN ATTENDANCE: Will Hopes Chairman of Meeting
Janice Baker
Linda Weber
Joan McCulloch
Catherine Ohlsson

REGRETS: Greg Mainwood

ALSO IN ATTENDANCE Laurie Evans Property Manager
Tim Collins Property Manager
CENTURY 21 Prudential Estates (RMD) Ltd.
Dennis Driscoll, Maintenance Coordinator LMS 837

1. CALL TO ORDER

Will Hopes called the meeting to order at 9:15 a.m.

2. ADOPTION OF PREVIOUS MINUTES

It was,

MOVED AND SECONDED

That the minutes of the meeting held on December 2nd, 2006 be adopted as circulated.

MOTION CARRIED UNANIMOUSLY

3. BUSINESS ARISING FROM PREVIOUS MINUTES

a) Warranty Issue

The Property Manager advised that no response has been received from Tri Power Construction as to when they will actually complete the required work on a deck drain. The Property Manager now suggests that a last chance be given this contractor, after which another contractor will be obtained to perform these warranty repairs. The cost of these repairs will then be claimed from the original contractor, with the Strata Corporation taking the original contractor to Small Claims Court to recover this cost if necessary.

b) 2964 Lobby Skylights

The replacement of the entrance skylights with roofing awaits City of Abbotsford approval to proceed. The City is requiring a Building Permit for this roof replacement work. Focus Engineering is coordinating the review of whether a Building Permit can actually be required for this type of repair and replacement. It is expected that it will be early spring before Precision Cladding can proceed with this work.

c) Waterproofing north end of 2960

The relocation of the gas feeder line needed in this repair has been ordered to be done by Pro Line Plumbing & Heating Ltd. Once this is completed Advanced Roofing can complete the membrane tie in repairs around the gas lines once the weather is again suitable for such membrane work. A metal cage, similar to the one at the end of 2962, will be built around this area once repairs are completed.

d) ICBC Claim – Railing 2958

The Property Manager and Maintenance Coordinator continue to work with Melody Custom Metals towards completing this repair along the parkade entrance. This contractor is experiencing difficulty completing a custom repair of this nature, and the overall repair is made more difficult by the procedures utilized by I.C.B.C. in cases such as these. While not arranging this repair, I.C.B.C. has to approve in advance all costs which will be billed to them in this claim.

e) Front Lobby Carpet 2964 and 2962 Buildings

Council reviewed carpet samples and prices at this meeting. A decision was reached as to the color and design to be used in these two locations, where Council had confirmed lobby flooring will be replaced. Costs for the various carpet options were also reviewed and considered. Once Council consensus is obtained as to exactly how much of these lobbies are to be carpeted this work can proceed shortly thereafter.

4. COMMITTEE REPORTS**a) Grounds -Landscaping**

The gardening contractor has provided the Property Manager with a revised agreement for services during 2007. The contractor advised that due to the amount of time he is required to spend on site to maintain the landscaping standards, he requires a fee increase over that paid during 2006. After discussion by Council, it was

MOVED AND SECONDED

That the landscaping agreement for services during 2007 ,submitted by Timberlane Property Care, be signed.

MOTION CARRIED UNANIMOUSLY**b) Front Fountains and Waterfalls**

RuDa Contracting will be removing the rocks from the two front fountains at the end of January. The rocks will be placed along the south boundary garden areas. Concrete stepped shelving will then be created on the interior structure of these fountains to correspond with the other fountains. Imperial Paddock Pools will clean and grout any cracks, so that an epoxy paint can be applied in the spring. Two new pumps will be required to operate the fountains and this project will be completed over the coming months so that they are functional for the spring start up.

c) Parking & P.I. Parkade

Joan McCulloch reported that since the last meeting, 5 vehicles were warned because of no insurance and 2 vehicles were towed. Joan also reported that P.I. Parkade has not been fulfilling their obligations under the current operating agreement. They are not providing service on the full number of days per month they have committed to. The Property Manager will ask P.I. Parkade to provide a quotation for services on a daily basis as opposed to the current monthly basis. They also have not been providing the month end activity report they are contracted to provide on a timely basis at month end. .

d) Underground Parking Area Stored Items

On the issue of parking stalls the strata corporation's bylaws prohibit anything from being stored in the parking stalls. Bicycles and other items have recently been stolen from parking stalls and parked vehicles. Council asked the Property Manager to obtain information on bicycle racks/hooks, which could affixed to the parking stall wall or floor to lock up bicycles. This issue will be discussed at the next meeting. It should be noted that items found in parking stalls, in contravention of the bylaws, will be discarded.

f) Moves

Joan McCulloch reported that since the last meeting there have been 7 moves in and 8 moves out of the buildings. Two further previous rental units are now Owner occupied. .

g) Website

Technical reasons have prevented the website from functioning for many weeks. No complaints about lack of access to the website have been received from Owners. Due to low usage levels, the Council has decided to suspend the website at this time.

h) Buildings

1. Council had earlier discussed and agreed that a snowblower should be purchased by the Strata Corporation, as this would result in a major improvement with snow clearing in priority areas when there is a significant snowfall. This has now been completed. It was

MOVED AND SECONDED

That the Strata Corporation purchase a snowblower at a cost of \$1,199.00 plus GST.

MOTION CARRIED UNANIMOUSLY

2. **Overhead Door Operation During Winter Condition**
Council discussed the merits of leaving the overhead doors open when there is snow or ice on the underground rampways so as to prevent vehicle impact accidents with these doors. Leaving the doors open can does create exposure to the garage, as the parking areas are then open to unauthorized persons. Council has decided that in the future these doors will be left open when there is snow or ice present and it is unsafe to leave these doors in operation. The Council will take measures to restore these doors to full operation at the earliest possible opportunity following a snowfall.
3. Cleanliness of the buildings was discussed by the Council. Some concerns have been voiced by Owners about the 'detailing' of cleaning of certain areas by the cleaning contractor. The Property Manager will review these concerns with that contractor.
4. Council is considering suggestions from Owners about the installation of bicycle mounting racks in the underground parking areas. This matter was tabled to the next meeting.
5. Council reviewed a suggestion that river rock fill should be placed around the buildings immediately beside the foundation walls. This request was made to fill in some areas which need leveling and to inhibit or deter vermin.
6. As provided in the Strata Corporation Bylaws, all exterior Christmas lighting is now to be removed from patios and balconies.
7. Council was reviewing damage to carpet in the 2962 building caused by a resident youth observed skidding his bicycle tires on the common hallway carpet. Initial cleaning of this skid mark has not been successful, however, further efforts will be made to see if it can be removed. If required, replacement of the carpet in this area will be done at the parent's expense. The Council has received quotations for this work and these will be provided to the Owner involved.
8. A phased program of repair or replacement of the exterior dryer vents will commence this spring. This is being done as a 'pro-active' measure to avoid any potential for future problems. Further quotations for this work are being solicited by the Property Manager.

i) Maintenance Coordinators' Report

In addition to participation in discussion of the other building maintenance matters reported in these minutes, Dennis Driscoll also advised the Council as follows:

- Dennis Driscoll has commenced his interior painting, stating in the 2962 building.
- Dennis advised that the damaged and dangerous toys in the 2964 building amenity room have been removed. Salvageable toys have been collected and will be donated to a charitable organization able to use them. Cleaning up of the other amenity rooms is also underway.
- Temporary repairs to ice damaged gutters has been completed. Permanent repairs are required and the Property Manager will have a contractor deal with these.
- Dennis suggested that space heaters be purchased for use in the 2964 3rd floor amenity room, as there is no baseboard heating in that room and the pipes there need protection from freezing.

- Concerns continue over the placement of the garbage bins in the front enclosure by the waste management contractor; the Property manager will follow up with that firm.
- Dennis will review availability of cellular phone plans to determine whether there is a more cost effective plan to meet the needs of the Strata Corporation.

6. FINANCIAL REPORT

a) Operating Statements

Treasurer Janice Baker advised that she had reviewed these statements and had made such inquiries of them as were needed. She recommended that they be adopted. It was then,

MOVED AND SECONDED

That the November and December 2006 operating statements be adopted as prepared by the Property Management firm.

MOTION CARRIED UNANIMOUSLY

b) Owner Receivables

Property Manager advised Council that four Owners were now in serious arrears of their monthly operating assessment payments. Council confirmed that the three of the units in question are to receive pre-lien demand for payment letters. Another unit is not only in serious arrears, but also has not paid the Strata Corporation for its legal fees incurred in obtaining a foreclosure order against the property for fee arrears in 2006. It was then

MOVED AND SECONDED

That the Property Management firm instruct legal counsel to obtain a foreclosure order against strata lot #228 in order to collect strata fees, legal costs and other amounts which may be or become owing to the Strata Corporation.

MOTION CARRIED UNANIMOUSLY

7. NEW BUSINESS

a) Correspondence

Other than referenced elsewhere in the minutes, correspondence to or from Owners also included the following:

- Complaint from an Owner concerning a resident walking their dog on the property without a leash.
- Complaint from an Owner about another resident dumping their car ashtray on the floor of the underground parking.
- Several letters of complaint from various Owners concerning excessive noise from adjacent units.
- Letter from Owner concerning theft a bicycle from the underground parking area while the overhead door was open due to winter conditions, and asking for \$1,000.00 in compensation. After review and discussion by Council it was

MOVED AND SECONDED

That the Strata Corporation accept responsibility for the theft of this Owner's bicycle and issue \$1,000.00 to the Owner in compensation for the loss.

MOTION DEFEATED (4 Against, 1 Abstention)

- Complaint from 2 Owners about smoking odors entering their unit. The Strata Council cannot regulate smoking inside of a strata lot. Individual owners having this problem may wish to seek personal counsel from their own lawyer.
- Request from an Owner for Council permission to remove a partial wall from the interior of their unit. The Owner will be advised that Council will only consider this request after receipt of a report from a structural engineer that this wall is not a load bearing wall and that removal will not pose a risk to this unit, other units, or the common property.
- Letter of complaint from Owners about the noise of a resident jogging in the hallways.
- Letter from Owner adjacent property with concerns about safety of a tree on Cascade Green property overhanging their property. An arborist will be requested to inspect and deal with this concern.

8. ADJOURNMENT

There being no further business to come before the meeting, the Chair accepted a motion to adjourn at 12:50 p.m.
The next meeting of Council will be held on Saturday, February 24th 2007 at 9:00 a.m.

Respectfully submitted,
CENTURY 21 Ace Agencies Ltd.
(604) 853-3374 FAX: (604) 853-2133
CENTURY 21 Prudential Estates (RMD) Ltd.
M. Laurie Evans, Property Manager
(604) 514-0291 email: contactlaurie@msn.com
Tim Collins, Property Manager
(604) 273-1745

Form B & F requests should be directed to Valerie Tracey at Century 21 Ace Agencies Ltd. 853-2133

Century 21 Service Manager: (604) 273-1745 24 hour emergency assistance

Cascade Green Maintenance Coordinator: Dennis Driscoll (604) 835-6825
Email: dennis.driscoll@telus.net

IT HAS BECOME A STANDARD PRACTICE IN THE REAL ESTATE INDUSTRY THAT OWNERS PROVIDE TWO (2) YEARS OF COUNCIL AND GENERAL MEETING MINUTES TO POTENTIAL PURCHASERS. PLEASE RETAIN YOUR MINUTES FOR TWO YEARS AS THERE IS A FEE TO OWNERS WHO REQUIRE ADDITIONAL COPIES OF THE MINUTES.
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