

**ANNUAL GENERAL MEETING MINUTES
STRATA PLAN LMS 2612 "SOMMERVILLE GARDENS"
HELD ON MONDAY, FEBRUARY 19, 2018 AT 7:00 PM
THOMAS HANEY SECONDARY SCHOOL
CLASSROOM 2031-34 (SUDDABY ROOM) 23000 – 116TH AVE, MAPLE RIDGE, BC**

1. CALL TO ORDER

The meeting was called to order at 7:02 pm.

2. APPOINTING A CHAIRPERSON

Council Member, Karen Delong, chaired the meeting. Strata Manager from Profile Properties facilitated a portion of the meeting with permission from the owners.

3. ROLL CALL

A quorum had been established with a total of thirty-seven strata lots represented. Thirty owners were present and seven were represented by proxy.

4. APPOINTMENT OF SCRUTINEERS

The strata manger called for volunteers to count ballots. Units 20 and 69 kindly volunteered to attend to this task.

5. FOR FILING DATE NOTICE OF MEETING

It was moved/seconded by units 52/77, that the Notice of Meeting was prepared and dispatched to all registered owners in accordance with Section 45 of the Strata Property Act. The Notice of Meeting was mailed on January 29, 2018.

ALL IN FAVOUR (37) OPPOSED (0) ABSTENTIONS (0)

CARRIED UNANIMOUSLY

6. APPROVAL OF THE AGENDA

It was moved/seconded by units 83/80 that the Agenda is approved as circulated.

ALL IN FAVOUR (37) OPPOSED (0) ABSTENTIONS (0)

CARRIED UNANIMOUSLY

7. ADOPTION OF MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

It was moved/seconded by units 52/77 that the Special General Meeting Minutes dated July 24, 2017 are approved as circulated.

ALL IN FAVOUR (37) OPPOSED (0) ABSTENTIONS (0)

CARRIED UNANIMOUSLY

8. UNFINISHED BUSINESS: The treasurer presented a power point presentation that was compiled by the council.

- Major Expenses for 2017
 - Tree Trimming \$14,416.00
 - Cedar Replacement \$17,639.00
 - Roof/Gutter Maintenance \$9,030.00
 - Snow Removal \$9,870.00 (Resulted in budget deficit for 2017)
 - Vinyl Fence \$66,263.40
 - Mailbox Concrete Pad \$6,248.08
- 2018 Planned Projects
 - Cedar /Fence Replacement
 - LawnCare Plus \$5,250.00 + tax
 - Premium Fence \$11,231.00 + tax
 - Building Maintenance
 - Soffit Cleaning \$10,000.00
 - Repair completed by MTM \$1,798.88
 - Roof Maintenance - Markman \$7,800.00 + tax (43 units) Wolf and Wolf \$26,145.00 + tax (83 units)

- Accomplishments for 2017
 - New Canada Post Boxes
 - Installation of Vinyl Fencing
 - Landscaper change (\$8,568.00 more than previous landscaper)
- Should have a CRF of \$250,000.00 for a complex this size
- Comparable maintenance fees for a complex of this size and age
- Volunteers (work parties) needed for power washing and arbour removal

9. INSURANCE REPORT

The Strata Manager reviewed the attached Hub Coastal 2018-2019 insurance policy. The Strata Insurance policy cost is \$52,285.00 for the year which also includes the Platinum Legal Coverage. The current appraised value of the property and assets is \$28,839,000.00. The deductible for water and sewer is \$5,000.00 and flood damage is \$10,000.00. The earthquake deductible is at 10% of the current appraised value of the property and assets. Hub Coastal offers an earthquake deductible buydown that will reduce the deductible paid by an owner from 10% to 5% for an additional cost of \$3,576.00. By a majority show of hands, the owners made the decision to add this cost to the policy for the 2018-2019 year. The policy to include the earthquake deductible buydown to 5% is included with these minutes. It is recommended that you inform your personal insurer of this reduction in deductible.

It is very important for owners to ensure they have personal contents coverage for the Strata deductible limits should an owner be assessed in the event of a loss. Please bring the Strata Insurance policy to your personal insurer to ensure that you have adequate coverage.

BE IT RESOLVED by a three-quarter (3/4) vote of the Owners of Strata Plan LMS2612, that the Strata Corporation be provided an extension of the existing temporary loan from the Contingency Reserve Fund to the Operating Account for the purpose of funding the insurance policy premium for the period of February 1, 2018 to February 1, 2019. The loan of \$52,285.00 will be repaid to the Contingency Reserve Fund no later than February 1, 2019.

It was moved/seconded by units 83/27 to bring this resolution to the floor for discussion. By a majority show of hands it was decided by the owners to add the \$3,576.00 to reduce the earthquake deductible from 10% to 5%. It was moved/seconded by unit 68/10 to amend the resolution to add the \$3,576.00 to the \$52,285.00 for a total of \$55,861.00, the amended resolution was read aloud:

BE IT RESOLVED by a three-quarter (3/4) vote of the Owners of Strata Plan LMS2612, that the Strata Corporation be provided an extension of the existing temporary loan from the Contingency Reserve Fund to the Operating Account for the purpose of funding the insurance policy premium for the period of February 1, 2018 to February 1, 2019. The loan of \$55,861.00 will be repaid to the Contingency Reserve Fund no later than February 1, 2019.

It was moved/seconded by units 52/83 to vote on the amended resolution. Voting took place by a show of hands.

ALL IN FAVOUR (34) OPPOSED (1) ABSTENTIONS (2)

MOTION CARRIED

10. FINANCIAL REPORT

¾ VOTE RESOLUTION #1 BY BALLOT

(Waive Requirement for a Depreciation Report)

BE IT RESOLVED by a 3/4 vote of the owners, Strata Plan LMS 2612, Sommerville Gardens, to waive the requirement for a Depreciation Report for the period of 18 months from the effective date of this resolution.

It was moved/seconded by units 77/60 to bring this resolution to the floor for discussion. When there was no further discussion, voting took place by ballot.

ALL IN FAVOUR (35) OPPOSED (1) ABSTENTIONS (1)

MOTION CARRIED

RESOLUTION #1 WAS APPROVED SO THERE WILL NOT BE A VOTE ON RESOLUTION #2.

MAJORITY VOTE RESOLUTION #2 BY BALLOT

(Agree to a Depreciation Report)

BE IT RESOLVED by a majority vote of the owners, Strata Plan LMS 2612, Sommerville Gardens, to transfer up to seven thousand dollars (\$7,000) from the Contingency Reserve Fund to the Operating Account, in the 2018 financial year, to pay for a Depreciation Report, if ¾ vote Resolution #1 is defeated.

NO VOTE.

¾ VOTE RESOLUTION #3 BY BALLOT

(Capital items – Building Maintenance, Landscaping and Fence Installation)

BE IT RESOLVED by a 3/4 vote that the owners, Strata Plan LMS 2612, Sommerville Gardens, approve the transfer of up to thirty thousand dollars (\$30,000) from the Contingency Reserve Fund to the Operating Account for the following Capital Projects to be completed in the 2018 year as follows:

- Building Maintenance \$10,000
- Cedar & Fence Replacement \$20,000

It was moved/seconded by units 67/52 to bring this resolution to the floor for discussion. When there was no further discussion, voting took place by ballot.

ALL IN FAVOUR (34) OPPOSED (1) ABSTENTIONS (2)

MOTION CARRIED

APPROVAL OF THE 2018 OPERATING BUDGET BY BALLOT

This requires an Ordinary Resolution which must be approved by a simple majority of all persons entitled to vote thereon (50% + 1 vote).

The Resolution was read to owners by the Chairperson.

BE IT RESOLVED that the Owners, Strata Plan LMS 2612, Sommerville Gardens, approve the 2018 budget as presented.

It was moved/seconded by units 39/77 to bring this resolution to the floor for discussion. When there was no further discussion, voting took place by ballot.

ALL IN FAVOUR (36) OPPOSED (2) ABSTENTIONS (1)

MOTION CARRIED

Please Note: The owners made the decision not to increase the insurance line item in the 2018 budget from \$54,000.00 to \$55,861.00 to add the funds needed to pay for the additional Earthquake Deductible coverage. Hopefully this \$1,861.00 shortfall can be offset by another line item expense throughout the year to avoid a budget deficit in 2018.

11. NEW BUSINESS

MAJORITY VOTE RESOLUTION #4 BY BALLOT

(Renew Management Contract)

The Resolution was read to owners by the Chairperson.

BE IT RESOLVED by the owners, Strata Plan LMS 2612, Sommerville Gardens, to continue the Agency Agreement contractual relationship with Profile Properties Ltd., with satisfactory performance of contracted services, until the Annual General Meeting in 2018.

It was moved/seconded by units ??/? to bring this resolution to the floor for discussion. When there was no further discussion, voting took place by ballot.

ALL IN FAVOUR (36) OPPOSED (0) ABSTENTIONS (1)

MOTION CARRIED

12. ELECTION OF COUNCIL BY MAJORITY VOTE BY BALLOT

As is customary and required by the Strata Property Act, the present Strata Council must retire at the AGM and a new Strata Council must be elected. The Strata Manager thanked the current council for their hard work this past year and called for any interested owners to place their names forward for nomination.

The following unit owners volunteered:

Mitch Trybuch	Carey Griffin	Lisa Matheson	Diane Carter
Daphne St. Mary	Sean Fairhurst	Shawna Loutet	

Due to only 7 owners coming forward for a position on the Council, there was no need for a ballot vote. It was moved/seconded by units 77/27 to elect Mitch, Daphne, Lisa, Diane, Shawna, Sean and Carey to council for the 2018 fiscal year.

ALL IN FAVOUR (37) OPPOSED (0) ABSTENTIONS (0) CARRIED UNANIMOUSLY

13. MOTION TO DESTROY BALLOTS

It was moved/seconded by units 77/83 to destroy the ballots.

ALL IN FAVOUR (37) OPPOSED (0) ABSTENTIONS (0) CARRIED UNANIMOUSLY

14. TERMINATION

The meeting was terminated at 9:08 pm.

Lisa Faber, Strata Manager
Profile Properties Ltd.
#108, 2331 Marpole Avenue,
Port Coquitlam, B.C. V3C 2A1
www.profile-properties.com Tel: 604-464-7548 Fax: 604-464-1005
E-Mail: lfaber@profile-properties.com

**Real Estate Regulations require a vendor to provide purchasers with copies of minutes.
Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to a fee.**

**PLEASE COMPLETE AND RETURN THE ATTACHED EMERGENCY CONTACT FORM
SO WE CAN UPDATE OUR RECORDS**

PLEASE NOTE:
NEW STRATA FEES ARE EFFECTIVE ON MARCH 1, 2018.
PRE-AUTHORIZED OWNERS WILL HAVE THE FEE DIFFERENCE FOR JANUARY & FEBRUARY DEDUCTED FROM THEIR ACCOUNTS ON MARCH 1, 2018.
OWNERS PAYING BY CASH OR CHEQUE MUST SUBMIT THEIR NEW PAYMENT, INCLUDING THE FEE DIFFERENCE, TO PROFILE PROPERTIES ON MARCH 1, 2018.
PLEASE MAKE CHEQUES PAYABLE TO STRATA PLAN LMS 2612.

Summary of Coverage

Reason For Endorsement - Adding Earthquake Deductible Buy Down From 10% to 5% of All Property Limit.

Named Insured: The Owners of Strata Plan LMS 2612 Sommerville Gardens
 Additional Insured(s): Profile Properties Ltd.
 Mailing Address: c/o Profile Properties Ltd.
 108 - 2331 Marpole Avenue, Port Coquitlam, BC V3C 2A1
 Location Address(es): 23085 - 118 Avenue, Maple Ridge, BC V2X 3J7
 Policy Period: **February 1, 2018 to February 1, 2019**
 12:01 a.m. Standard Time **Effective Date of Change:**
February 20, 2018
 Loss Payable to: The Insured or Order in Accordance with the Strata Property Act of British Columbia.
 Insurers: As Per List of Participating Insurers Attached.

Insuring Agreements	Deductibles	Limit
PROPERTY COVERAGES		
All Property, All Risks, Unlimited Guaranteed Replacement Cost, Bylaws	\$1,000	\$23,839,000
Unlimited Additional Living Expenses	Included	Included
Water Damage	\$5,000	Included
Backup of Sewers, Sumps, Septic Tanks or Drains	\$5,000	Included
Earthquake Damage	10 %	Included
Flood Damage	\$10,000	Included
Key and Lock Replacement	Nil	\$50,000
EARTHQUAKE DEDUCTIBLE BUY DOWN		
10% to 5% deductible buy down	5%	Included
BLANKET EXTERIOR GLASS INSURANCE		
	Residential	\$ 500
	Commercial	\$ 500
COMMERCIAL GENERAL LIABILITY		
Each Occurrence Limit	\$ 500	\$10,000,000
Coverage A - Bodily Injury & Property Damage Liability - <i>Per Occurrence</i>	\$ 500	\$10,000,000
Products & Completed Operations - <i>Aggregate</i>		\$10,000,000
Coverage B - Personal Injury Liability - <i>Per Occurrence</i>	\$ 500	\$10,000,000
Non-Owned Automobile - SPF #6 - <i>Per Occurrence</i>		\$10,000,000
STRATA DIRECTORS & OFFICERS LIABILITY		
	Nil	\$2,000,000
ENVIRONMENTAL LIABILITY POLICY		
POLLUTION LEGAL LIABILITY		
Limit of Liability - Each Incident, Coverages A-G	\$10,000 Retention	\$1,000,000
Limit of Liability - Each Incident, Coverage H	5 Day Waiting Period	\$250,000
Aggregate Limit		\$1,000,000
VOLUNTEER ACCIDENT INSURANCE COVERAGE		
Personal Accident Limit - Maximum Benefit - Lesser of \$350,000 or 7.5x Annual Salary		\$350,000
Weekly Accident Indemnity - Lesser of \$750 or 75% of Gross Weekly Earnings (52 weeks)	8 day Waiting Period	
Accident Expenses - various up to \$15,000 (see policy wording) Dental Expense - \$5,000		
Program Aggregate Limit		\$10,000,000
COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION		
Employee Dishonesty	Nil	\$1,000,000
Broad Form Money & Securities	Nil	\$60,000
Program Aggregate Limit		\$10,000,000

Insuring Agreements	Deductibles	Limit
EQUIPMENT BREAKDOWN		
I Standard Comprehensive Plus, Replacement Cost	\$1,000	\$23,839,000
II Consequential Damage, 90% Co-Insurance	\$1,000	\$25,000
III Extra Expense	24 Hour Waiting Period	\$100,000
IV Ordinary Payroll – 90 Days	24 Hour Waiting Period	\$100,000
PRIVACY BREACH SERVICES		
	Nil	\$50,000
TERRORISM		
	\$1,000	\$500,000

This is a generalized summary of coverage for quick reference. In all cases the terms and conditions of the policy in effect are the determining documents

February 20, 2018 - E&OE

OWNERS STRATA PLAN LMS 2612 - SOMMERVILLE GARDENS

OPERATING BUDGET

JANUARY 01, 2018 - DECEMBER 31, 2018

ITEM DESCRIPTION		JAN 01, 2017 - DEC 31, 2017 APPROVED	JAN 01, 2017 - DEC 31, 2017 ESTIMATED ACTUAL	JAN 01, 2018 - DEC 31, 2018 PROPOSED
	REVENUE			15% Increase
3005	Strata Fees	239,329.00	239,328.60	275,228.00
3030	Carried Forward OP Surplus	5,000.00	5,000.00	-
3035	Reserve Transfer for Mailboxes	25,000.00	6,248.08	-
3035	Reserve Transfer for Fence	61,000.00	26,500.00	39,763.40
3035	Reserve Transfer for Cedar/Fence Replacement	27,000.00	17,638.95	20,000.00
3040	Fines	-	50.00	-
3050	Interest Income	-	284.37	-
3065	Late Fees	-	549.63	-
3097	Other Revenue	-	0.02	-
3150	Reserve Transfer - Building Maintenance	-	1,424.65	11,798.88
	TOTAL REVENUE	357,329.00	297,024.30	346,790.28
	EXPENSES			
	Administration & Other Expenses			
4045	Audit	210.00	157.50	160.00
4050	Bank Charges	200.00	144.00	200.00
4057	Newsletter	100.00	-	100.00
4062	Depreciation Report (Never approved)	-	-	-
4065	General Meetings	250.00	267.63	250.00
4075	Insurance	48,122.00	47,985.12	54,000.00
4080	Insurance Appraisal Due November 2019	-	-	-
4095	Legal Fees	500.00	89.78	500.00
4100	Management Fees (Increase 3%)	22,620.00	22,617.00	23,310.00
4125	Postage / Photocopies / Misc	350.00	801.02	500.00
4150	Social Club	100.00	-	100.00
4180	WorkSafe BC	20.00	54.43	55.00
	Total Admin Expenses	72,472.00	72,116.48	79,175.00
	BUILDING EXPENSES			
5005	Pay Deficit 2017	-	-	4,685.00
5045	Garbage Removal	17,325.00	15,899.02	20,000.00
5095	Exterior Building Repairs	6,000.00	6,828.52	12,315.00
5100	Fence Repairs	500.00	308.28	500.00
5105	Fire Hydrant Inspections (annual)	200.00	255.79	300.00
5130	General Repairs - Common Areas	1,832.00	2,188.50	2,000.00
5170	Improvements - Lighting (LED)	1,000.00	1,038.39	1,000.00
5205	Pest Control Contract	3,000.00	2,688.06	2,500.00
5220	Power Washing Buildings	-	-	-
5250	Roof & Gutter Maintenance (Annual) (units 1-21 & 66-83)	11,500.00	9,108.75	11,500.00
5275	Signage	500.00	116.48	500.00
	Total Building Expenses	41,857.00	38,431.79	55,300.00
	LANDSCAPE EXPENSES			
6005	Landscape Contract (12 months)	44,000.00	43,722.00	52,300.00
6015	Improvements	500.00	689.90	500.00
6030	Road / Sewer Mtce	2,500.00	-	2,500.00
6035	Snow Removal	1,000.00	9,870.00	3,500.00
6045	Tree Maintenance	10,500.00	14,416.50	5,000.00
	Total Landscape Expenses	58,500.00	68,698.40	63,800.00
	UTILITY EXPENSES			
7010	Electricity	1,500.00	1,181.47	1,500.00
7040	Water / Sewer	20,000.00	19,468.40	21,000.00
	Total Utility Expense	21,500.00	20,649.87	22,500.00

OWNERS STRATA PLAN LMS 2612 - SOMMERVILLE GARDENS

OPERATING BUDGET

JANUARY 01, 2018 - DECEMBER 31, 2018

ITEM DESCRIPTION		JAN 01, 2017 - DEC 31, 2017 APPROVED	JAN 01, 2017 - DEC 31, 2017 ESTIMATED ACTUAL	JAN 01, 2018 - DEC 31, 2018 PROPOSED
	Special Projects Expense			
8002	SP - Mailboxes	25,000.00	6,248.08	-
8025	SP - Building Maintenance	10,000.00	1,424.65	11,798.88
8075	SP - Vinyl Fence	61,000.00	26,500.00	39,763.40
8115	SP - Landscaping (Cedar/fence Replacement)	17,000.00	17,638.95	20,000.00
	Total Special Projects Expense	113,000.00	51,811.68	71,562.28
	TOTAL OPERATING COSTS	234,857.00	179,591.74	213,162.28
	RESERVES EXPENSES			
9005	Contingency Reserve	50,000.00	49,999.80	54,453.00
	Total Reserves Expense	50,000.00	49,999.80	54,453.00
	TOTAL EXPENSES	357,329.00	301,708.02	346,790.28

NET INCOME (LOSS)

-

(4,683.72)

-

CONTINGENCY RESERVE FUND

GL #1400/9005

Opening Balance January 1, 2017

143,692.03

CRF Contributions

49,999.80

Repay CRF for Insurance

47,985.12

Interest

1,273.86

Insurance Premium 2017 - 2018

(48,122.00)

2017 AGM - Res. #3 - Cedar Replacement (Weedbusters)

(17,638.95)

2017 AGM - Res. #3 - Building Repairs

(1,424.65)

2017 AGM - Res. #2 East Boundary Fence

(61,500.00)

2017 SGM - Res.#2 -East Boundary Fence

(5,000.00)

2017 AGM - Res. #1 -Mailbox Concrete Pad only

(6,248.08)

Estimated Closing Balance December 31, 2017

103,017.13

STRATA FEES LMS 2612 - SOMMERVILLE GARDENS
 JANUARY 01, 2018 - DECEMBER 31, 2018

AGM FEBRUARY 19, 2018

UNIT #	SL #	U / E	GENERAL	CRF	NEW FEES 2018	OLD FEES 2017	RETROACTIVE INCREASE FOR TWO MONTHS (JAN, FEB)
1	68	1,777	228.13	56.27	284.39	247.29	74.20
2	67	1,802	231.33	57.06	288.39	250.77	75.24
3	66	1,796	230.56	56.87	287.43	249.94	74.98
4	65	1,798	230.82	56.93	287.75	250.22	75.06
5	64	1,796	230.56	56.87	287.43	249.94	74.98
6	63	1,802	231.33	57.06	288.39	250.77	75.24
7	62	1,777	228.13	56.27	284.39	247.29	74.20
8	61	1,997	256.37	63.23	319.60	277.91	83.38
9	60	1,802	231.33	57.06	288.39	250.77	75.24
10	59	1,796	230.56	56.87	287.43	249.94	74.98
11	58	1,802	231.33	57.06	288.39	250.77	75.24
12	57	1,796	230.56	56.87	287.43	249.94	74.98
13	56	2,003	257.14	63.42	320.56	278.74	83.64
14	42	1,682	215.92	53.26	269.18	234.07	70.22
15	41	1,675	215.02	53.04	268.06	233.10	69.92
16	40	1,682	215.92	53.26	269.18	234.07	70.22
17	39	1,675	215.02	53.04	268.06	233.10	69.92
18	38	1,682	215.92	53.26	269.18	234.07	70.22
19	37	1,675	215.02	53.04	268.06	233.10	69.92
20	36	1,682	215.92	53.26	269.18	234.07	70.22
21	35	1,675	215.02	53.04	268.06	233.10	69.92
22	34	1,682	215.92	53.26	269.18	234.07	70.22
23	33	1,675	215.02	53.04	268.06	233.10	69.92
24	32	1,682	215.92	53.26	269.18	234.07	70.22
25	31	1,675	215.02	53.04	268.06	233.10	69.92
26	30	1,675	215.02	53.04	268.06	233.10	69.92
27	14	1,792	230.05	56.74	286.79	249.38	74.82
28	13	1,803	231.46	57.09	288.55	250.91	75.28
29	12	1,809	232.23	57.28	289.51	251.75	75.52
30	11	1,809	232.23	57.28	289.51	251.75	75.52
31	10	1,782	228.77	56.42	285.19	247.99	74.40
32	9	1,814	232.87	57.44	290.31	252.44	75.74
33	8	1,682	215.92	53.26	269.18	234.07	70.22
34	7	1,673	214.77	52.97	267.74	232.82	69.84
35	6	1,673	214.77	52.97	267.74	232.82	69.84
36	5	1,682	215.92	53.26	269.18	234.07	70.22
37	4	1,682	215.92	53.26	269.18	234.07	70.22
38	3	1,673	214.77	52.97	267.74	232.82	69.84
39	2	1,673	214.77	52.97	267.74	232.82	69.84
40	1	1,682	215.92	53.26	269.18	234.07	70.22
41	27	1,792	230.05	56.74	286.79	249.38	74.82
42	28	1,803	231.46	57.09	288.55	250.91	75.28
43	29	1,809	232.23	57.28	289.51	251.75	75.52
44	26	1,813	232.75	57.41	290.15	252.30	75.70
45	25	1,782	228.77	56.42	285.19	247.99	74.40
46	24	1,809	232.23	57.28	289.51	251.75	75.52
47	22	1,322	169.71	41.86	211.57	183.97	55.20
48	23	1,322	169.71	41.86	211.57	183.97	55.20
49	21	1,322	169.71	41.86	211.57	183.97	55.20
50	20	1,322	169.71	41.86	211.57	183.97	55.20

STRATA FEES LMS 2612 - SOMMERVILLE GARDENS
 JANUARY 01, 2018 - DECEMBER 31, 2018

AGM FEBRUARY 19, 2018

UNIT #	SL #	U/E	GENERAL	CRF	NEW FEES 2018	OLD FEES 2017	RETROACTIVE INCREASE FOR TWO MONTHS (JAN, FEB)
51	19	1,792	230.05	56.74	286.79	249.38	74.82
52	18	1,803	231.46	57.09	288.55	250.91	75.28
53	17	1,803	231.46	57.09	288.55	250.91	75.28
54	16	1,782	228.77	56.42	285.19	247.99	74.40
55	15	1,809	232.23	57.28	289.51	251.75	75.52
56	54	1,540	197.70	48.76	246.46	214.31	64.30
57	55	1,540	197.70	48.76	246.46	214.31	64.30
58	53	1,540	197.70	48.76	246.46	214.31	64.30
59	52	1,540	197.70	48.76	246.46	214.31	64.30
60	49	1,724	221.32	54.59	275.91	239.92	71.98
61	50	1,805	231.72	57.15	288.87	251.19	75.36
62	51	1,784	229.02	56.49	285.51	248.27	74.48
63	48	1,815	233.00	57.47	290.47	252.58	75.78
64	47	1,794	230.31	56.80	287.11	249.66	74.90
65	46	1,724	221.32	54.59	275.91	239.92	71.98
66	43	1,724	221.32	54.59	275.91	239.92	71.98
67	44	1,805	231.72	57.15	288.87	251.19	75.36
68	45	1,784	229.02	56.49	285.51	248.27	74.48
69	83	1,798	230.82	56.93	287.75	250.22	75.06
70	82	1,796	230.56	56.87	287.43	249.94	74.98
71	81	1,802	231.33	57.06	288.39	250.77	75.24
72	80	1,802	231.33	57.06	288.39	250.77	75.24
73	79	1,798	230.82	56.93	287.75	250.22	75.06
74	78	1,798	230.82	56.93	287.75	250.22	75.06
75	77	1,802	231.33	57.06	288.39	250.77	75.24
76	76	1,798	230.82	56.93	287.75	250.22	75.06
77	75	1,798	230.82	56.93	287.75	250.22	75.06
78	73	1,532	196.67	48.51	245.18	213.20	63.96
79	74	1,532	196.67	48.51	245.18	213.20	63.96
80	72	1,532	196.67	48.51	245.18	213.20	63.96
81	71	1,532	196.67	48.51	245.18	213.20	63.96
82	70	1,997	256.37	63.23	319.60	277.91	83.38
83	69	2,003	257.14	63.42	320.56	278.74	83.64
		143,314	18,397.97	4,537.75	22,935.72	19,944.05	5,983.34
YEARLY			220,775.00	54,453.00	275,228.00		
MONTHLY			18,397.92	4,537.75	22,935.67		

15.00%

****NEW FEES EFFECTIVE JAN 01, 2018****

PRE-AUTHORIZED OWNERS: THE NEW FEE (FOR JANUARY & FEBRUARY) WILL BE DEDUCTED FROM YOUR ACCOUNT ALONG WITH YOUR MARCH 2018 STRATA FEES.

OWNERS PAYING BY CHEQUE OR CASH: PLEASE SUBMIT NEW PAYMENT TO PROFILE PROPERTIES BY MARCH 1, 2018 AND INCLUDE THE FEE DIFFERENCE FOR JANUARY & FEBRUARY.

PLEASE MAKE CHEQUES PAYABLE TO LMS 2612



EMERGENCY CONTACT INFORMATION

Dear Owner:

Occasionally, a maintenance problem will occur when it is imperative to enter an individual unit for correction. This is to be expected with condominium or co-operative living. In the past, repair work has been hampered when unit owners/tenants were away on vacation or absent for extended periods, and in some cases there was extensive damage done to the common property or the individual unit simply because we had no way of contacting the owner.

To avoid this problem we are requesting that you complete this form and return it to us. This information will be kept confidential and we wish to assure you that our only intent is to protect your property.

Strata Plan #: _____ Unit # & Address _____

Name of Owner(s): _____

Owner's name: (Home #): _____ (Work #): _____ (Cell #): _____

Owner's name: (Home #): _____ (Work #): _____ (Cell #): _____

Email: _____

Insurance Co name: _____ phone #: _____

Mailing Address: _____
(if different)

Name of Tenant/Occupant: _____ phone #: _____
(if different)

IN CASE OF EMERGENCY PLEASE NOTIFY: (who has a key &/or alarm code to my unit)

1). _____
Name/address
Telephone: (Home #): _____ (Work #): _____ (Cell #): _____

2). _____
Name/address
Telephone: (Home #): _____ (Work #): _____ (Cell #): _____

I understand the personal information provided above is for purposes of identifying and communication with me, processing payments, responding to emergencies, ensuring the orderly management of the strata corporation and complying with legal requirements. I hereby authorize the Strata Corporation to collect, use and disclose my personal information for these purposes.

SIGNATURE OF OWNER(S): _____ DATE: _____