

# Marie Court

## Council Meeting Minutes

June 24, 2009 7:30 pm Suite 102

Michelle Gallagher – President Diane Erdstein – Treasurer Stephanie Clark – Secretary

**In attendance** – Diane, Stephanie, Michelle

1. Approval of April 14, 2009 council minutes – Approved
2. Approval of June 24, 2009 Agenda – Approved
3. **New Neighbour** – Lisa has moved into unit 101, welcome!
4. **Reminder:** Please put all questions and concerns regarding building and Strata topics in writing and deposit them in the Strata mailbox. Council will review all correspondence at the next scheduled council meeting.
5. **Annual Fire Inspection** – Report Pending.  
**Inspection has not yet passed.** All units whereby alarm company could not gain access, or whereby deficiencies were found, are required to provide signed written notice to Strata indicating that alarm has been checked and/or repaired and is in full working order.  
**This applies to units 1, 2 and 101 and must be completed by August 1st .**  
All building alarms must be found in working condition in order to pass inspection.
6. **Landscaping** – The gardening Committee has selected a tree and it's been recommended that the tree be planted in fall. In the meantime Strata is in the process of determining the location of our sewer line to avoid planting the tree on top of the line.
7. **Painting-** Painting will begin next week, July 6<sup>th</sup>. Color swatches will be painted on the rear East side of the building for owners to review and vote on the final paint color. A notice will be posted in the front hall for votes to be cast. All votes must be in prior to July 6<sup>th</sup>.
8. **Insurance Claim** – Strata has spoken with the adjuster to arrange painting the side door. Once completed, the claim will be closed.
9. **Carpet Cleaning** – We have a fabulous new vacuum. This vacuum is for indoor use only.
10. **Personal Items** – We have been very successful in keeping things tidy in all common areas!! Let's please continue the effort.....  
**Locker Room:** Items must go INSIDE lockers, not outside lockers.
11. Next Council Meeting scheduled for August 8th, 2009.
12. Meeting Adjourned 9:00 P.M.

# VR 84 - Marie Court

## Annual General Meeting 2009 Minutes

**Date:** Monday, May 4<sup>th</sup> **Time:** 7:00PM **Location:** Unit 101

**In attendance:** 101 – Jane, 102 – Steph, 103 – Kirsten, Ryan, 104 – Diane, 202 – Michelle, 203 – Justin, 204 – Susan.

1. Call to order – 7:10PM
2. Calling roll and certification of proxies – 7 owners present, no proxies
3. Proof of Quorum – quorum met
4. Chair to set guidelines of the meeting – Michelle reported that she would use 'Roberts Rules of Orders' to guide the meeting.
5. Proof of Notice of Meeting – Done
6. Approval of the Agenda – Approved
7. Approval of Minutes, AGM June 16<sup>th</sup> 2008 – 1<sup>st</sup> Susan, 2<sup>nd</sup> Justin- Approved
8. **Building Reports – President's Report:** The building has received many upgrades this year along with its regular maintenance. These upgrades include: new plumbing, re-paved parking lot, new security lights and gate, and hedge/tree removal. There are no foreseeable upgrades required in the near future.
9. **Insurance Reports** – presented and issued with AGM Agenda.
10. **Financial Update – Treasurer's Report:** The financial statements and 2010 operating budget were presented and discussed. Diane pointed out that the costs for repaving are eligible for the federal home improvement tax credit. A notice will be sent out later this year advising owners of their respective credit. Total paving costs were \$13,680.00.
11. **Adoption of the 2008/2009 Operating Budget** – The gardening committee proposed contracting out for garden maintenance, which would increase annual gardening costs.

**Motion:** To increase annual gardening budget from \$750.00 to \$1500.00 per year to cover the aforementioned garden maintenance charge. 1<sup>st</sup> Diane, 2<sup>nd</sup> Ryan – **Passed - Unanimous.**

**Motion:** To approve the Operating Budget as amended by the previous motion. - 1<sup>st</sup> Diane, 2<sup>nd</sup> Ryan – **Passed - Unanimous.**

## **12. Consideration of ¾ Vote Resolutions A, B, C, D.**

- A. Motion:** Be it resolved by a ¾ vote that the Owners of Strata Plan VR84 transfer \$5,000.00 (five thousand dollars) from Retained Earnings into a 'Fund' for future building upgrades. The 'Fund' is to be established in a compounding interest account. 1<sup>st</sup> Diane, 2<sup>nd</sup> Justin **Passed – Unanimous.**
- B. Motion:** Be it resolved by a ¾ vote that the Owners of Strata Plan VR84 designate a vegetable garden for Unit 103 on the side of the Building. – 1<sup>st</sup> Kristen, 2<sup>nd</sup> Diane, **Defeated – Unanimous.**

**Moved to amend the Motion:** Be it resolved by a ¾ vote that the Owners of Strata Plan V84 designate an allotment garden on the West side of the building for use by any strata owners who elect to participate. Allotment will be issued annually commencing on the 1<sup>st</sup> of March. Initial set up costs for the allotment garden, in an amount not to exceed \$500.00 (five hundred dollars), will be paid out of the contingency. An annual fee, to be determined, will be charged to each participating owner. Details to follow. 1<sup>st</sup> Susan, 2<sup>nd</sup> Ryan – **Passed – Unanimous.**

- C. Motion:** Be it resolved by a ¾ vote that the Owners of Strata Plan VR84, as a Self Managed Building, will participate in the following as required: Obtaining quotes, writing 'request for proposals', meeting with trades, garden maintenance, building maintenance, other. – **Defeated.**

**Vote to remove Motion C from Motions:** This Motion was deemed as a topic for general discussion purposes. 1<sup>st</sup> Michelle, 2<sup>nd</sup> Diane – **Passed – Unanimous.**

**Discussion:** A list will be posted in the laundry room outlining upcoming building tasks and projects that can be shared between Owners. All Owners are encouraged to participate and sign-up for items on the list that they are able to tackle and/or participate in.

- D. Motion:** Be it resolved by a ¾ vote that the Owners of Strata Plan VR84 amend the decision to have the fence on the East side of the Building removed. 1<sup>st</sup> Michelle, 2<sup>nd</sup> Diane – **Passed.**
- E. Motion:** Be it resolved by a ¾ vote that the Gardening Committee be given the authority to vote on the tree that is to be planted on the front East side of the building. 1<sup>st</sup> Susan, 2<sup>nd</sup> Steph. – **Passed – Unanimous.**
- F. Motion:** Be it resolved by a ¾ vote that Motion A, the approved 'Fund' for future building upgrades, be allotted to painting the exterior of the building and that work be done by Justin as per quote, see attached. Work to be completed prior to August 30, 2009. 1<sup>st</sup> Susan, 2<sup>nd</sup> Kristen – **Passed - Unanimous.**

Note: Color suggestions are welcome and to be submitted to Justin or Steph prior to June 30<sup>th</sup>, 2009. Justin and Steph will select 3 color choices based on suggestions and professional recommendations, to then be voted upon by Owners, date TBD.

- G. Motion:** To waive the two week 'Notice of Motion' on Motions E and F. 1<sup>st</sup> Steph, 2<sup>nd</sup> Diane, **Passed – Unanimous.**

13. **Election of the strata council members.** - Diane, Michelle, Stephanie to be the Council for the 2009-2010 fiscal year. - 1<sup>st</sup> Susan, 2<sup>nd</sup> Justin - **Passed, Unanimous.**
14. **Gardening Committee:** Michelle, Kirsten and Ryan have joined.
15. Adjournment.

# Marie Court - Strata Plan VR 84

## Statement of Operating Income and Expenses and Revised 2010 Budget

April 1, 2008 to March 31, 2009

(unaudited)

	Mar-31 2009 \$	2008 Actual \$ (restated)	2009 Budget \$	Variance over(under) \$	2010 Budget \$	Notes
<b>Revenue</b>						
<b>Operating</b>						
Owners' contributions	26,768	23,925	27,675	(907)	27,675	1
- Less contributions to CRF re maintenance	(2,512)	(2,062)	(2,600)	(88)	(2,306)	
- Less contributions to Roof Fund	(1,000)	(917)	(1,000)	0	(1,000)	
Total available operating funds	23,256	20,946	24,075	(995)	24,369	
Laundry	1,688	1,308	1,400	288	1,500	
Interest income - operating	10	0	0	10	0	
Other income	42	122	120	(78)	0	
<b>Total Revenue</b>	<b>24,997</b>	<b>22,376</b>	<b>25,595</b>	<b>(775)</b>	<b>25,869</b>	
<b>Expenses</b>						
Admin expenses						
Legal	752	0	400	352	400	
Office supplies, etc	47	309	150	(103)	100	
Miscellaneous	189	398	100	89	100	
Condo fees	75	75	75	0	75	
Insurance	4,097	4,241	4,000	97	4,000	
Interest re advance from owner	115	184	0	115	0	2
Operating expenses						
Cleaning	2,450	1,854	2,400	50	2,500	
Fire system	750	643	750	0	750	
Gardening	746	791	750	(4)	1,500	
Pest management	0	0	100	(100)	100	
Carpet cleaning	500	0	500	0	500	
Window cleaning	289	254	300	(11)	300	
Laundry lease	1,142	1,021	1,200	(58)	1,200	
Refuse removal	1,306	1,093	1,200	106	1,300	
Repair and maintenance	992	1,586	1,500	(508)	1,500	3
Emergency repairs	0	924	0	0	0	
Security	843	306	1,700	(857)	0	
Excess of special project costs over assessment	140	0	0	140	0	
Transfer to infrastructure fund	65	0	0	65	0	
Utilities						
Natural gas	5,782	6,806	8,200	(2,418)	5,000	4
Electricity	720	654	670	50	750	
Water & sewer	1,715	1,607	1,600	115	1,700	
<b>Total Expenses</b>	<b>22,714</b>	<b>22,746</b>	<b>25,595</b>	<b>(2,881)</b>	<b>21,775</b>	
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>2,283</b>	<b>(371)</b>	<b>0</b>	<b>2,107</b>	<b>4,094</b>	

### Budget Notes

for the year ended March 31, 2009

- Variance is due to the fact that fees were not increased until July 2008. No increase in maintenance fees is proposed.
- This relates to loan from from an owner regarding the oil tank.
- Budgeting for an amount similar to 2008 costs.
- Gas prices did not increase as much as predicted last year. Prices were reduced marginally effective April 1, 2009.
- Contributions to the contingency fund represent in excess of 10% of budgeted operating expenses.

**Proposal**  
for the landscape maintenance of  
**Strata VR84**

General lawn care, including spring lime & fertilizing, mid season fertilizing if necessary; based on an average of 22 visits of trim, cut, clean up from mid-March averaging every 14 days through to a season final cut usually in October.

**\$930.00**

General pruning & clean up; spring & fall including shrubbery, dead heading of perennials, light weeding, leaf removal etc.

**\$310.00**

Please note:

We schedule our lawn care based on the growing trends of the grass in order to improve the overall health. The number of actual visits per year will vary with weather conditions.

Due to the lateness of this season, for instance, the number of visits will likely be closer to 18.

In the case of this site, the number of visits will likely be 14 to 15.

"Every 14 days is an average and actual visits may vary due to weather and week end scheduling [we try not to disturb multiple family areas on week ends or evenings].

The above quote does not include remedial work, removal or planting of trees or shrubs.

As a registered non-profit society we are GST and PST exempt.



**Date:** 04-May-09  
**Estimate No.:** 90503-1  
**Terms:** Net 30

<b>Item</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Line Total</b>
	<b>EXTERIOR REPAINT:</b>			
	• per attached Scope of Work			
	<b>ESTIMATED LABOUR REQUIRED (HRS.):</b>	<b>128</b>	<b>30</b>	<b>3840</b>
	<b>ESTIMATED MATERIALS REQUIRED:</b>	<b>1</b>	<b>1092</b>	<b>1092</b>
<b>Estimated Total:</b>				<b>4932.00</b>

**This is an estimate only on the services named, and subject to the conditions below:**

- Estimate includes labour and materials required to complete job and may vary from final invoice
  - Paint to be used: see attached Finish Schedule
  - Colors: see attached Finish Schedule
  - Job start: TBD
- 
- GST not included
  - Final invoice due net 30 of substantial completion

Date:

(p) 604 43 FRESH  
(f) 604 628 9897  
(e) [info@getfreshpaint.com](mailto:info@getfreshpaint.com)



# scope of work

Quotation No.: 90503-1

Project: Marie Court exterior repaint

2.0 PREPARATION:
2.1 MILDEW TREATMENT — bleach solution to be applied on areas of mildew or algae growth
2.2 PRESSURE WASHING — to remove dirt and loose or flaking paint
2.3 SCRAPING & SANDING — any loose or failing paint; bare areas to be spot-primed
2.4 CAULKING — recaulk window sills or other horizontal trim seams subject to water exposure
2.5 SURFACE PROTECTION — nearby surfaces not to be painted to be covered or masked

3.0	FINISH SCHEDULE:		
	Substrate	System Product	Color
	Stucco Walls:	1st coat General Paint Breeze acrylic flat	TBD
		2nd coat General Paint Breeze acrylic flat	TBD
	Wood/Metal Trim:	Spot-prime Zinsser Coverstain alkyd primer	
		1st coat GP Enviroguard HP acrylic gloss	black
		2nd coat GP Enviroguard HP acrylic gloss	black

FP Fresh Paint Inc.  
203-1075 W 13th Ave  
Vancouver BC V6H 1N1

GST#: 810832816  
WCB#: 773864

(p) 604 43 FRESH  
(f) 604 628 9897  
(e) info@getfreshpaint.com



# **Notice of Annual General Meeting**

## **VR 84 - Marie Court**

**Date:** Monday May 4<sup>th</sup>, 2009

**Time:** 7:00 p.m.

**Location:** Unit 101

# **VR 84 - Marie Court**

## **Annual General Meeting 2009 Agenda**

**Date:** Monday, May 4<sup>th</sup> **Time:** 7:00PM **Location:** Unit 101

1. **Call to order**
2. **Calling of the roll and certification of proxies**
3. **Proof of Quorum**
4. **Chair to set guidelines of the meeting**
5. **Proof of Notice of Meeting**
6. **Approval of the Agenda**
7. **Approval of Minutes – AGM June 16<sup>th</sup> 2008**
8. **Building Reports – President's Report**
9. **Insurance Reports**
10. **Financial Update – Treasurer's Report**
11. **Adoption of the 2008/2009 Operating Budget**
12. **Consideration of  $\frac{3}{4}$  Vote Resolutions A, B, C, D.**
13. **Election of the strata council members.**
14. **Gardening Committee Elections: Michelle and Kirsten wish to join.**
15. **Adjournment.**

Any motions or items you would like to be discussed at the AGM can be submitted in advance to the Strata Mailbox.

Thank you, Strata.

- A. Motion:** Be it resolved by a  $\frac{3}{4}$  vote that the Owners of Strata Plan VR84 transfer 5000.00 from Retained Earnings into a 'Fund' for future building upgrades. The 'Fund' is to be established in a compounding interest account.
- B. Motion:** Be it resolved by a  $\frac{3}{4}$  vote that the Owners of Strata Plan VR84 to designate a vegetable garden for Unit 103 on the side of the Building.
- C. Motion:** Be it resolved by a  $\frac{3}{4}$  vote that the Owners of Strata Plan VR84, as a Self Managed Building, will participate in the following as required:  
Obtaining quotes, writing 'request for proposals', meeting with trades, garden maintenance, building maintenance, other.
- D. Motion:** Be it resolved by a  $\frac{3}{4}$  vote that the Owners of Strata Plan VR84 amend the decision to have the fence on the East side of the Building removed.

# COASTAL INSURANCE SERVICES LTD.

104 - 2331 Marpole Avenue, Port Coquitlam, BC V3C 2A1 Tel: 604-944-1700 Fax: 604-944-1734

1322 Johnston Road, White Rock, BC V4B 3Z2 Tel: 604-531-1020 Fax: 604-531-2031

Toll Free: 1-800-665-3310 Website - www.coastalinsurance.com - e-mail: info@coastalinsurance.com

Policy No. CVR 84		DECLARATIONS	Replacing Policy No. - Same
Name of Insured:	The Owners of Strata Plan VR 84		
Location Address:	1075 West 13th Avenue, Vancouver, BC, V6H 1N1		
Mailing Address:	103 - 1075 West 13th Avenue, Vancouver, BC V6H 1N1		
Policy Period:	09/27/07 to 09/27/08 (mm/dd/yy) 12:01 a.m. Standard Time		
Loss Payable to:	The Insured or Order in Accordance with the Strata Property Act of British Columbia.		
Insurers:	As Per List of Participating Insurers Attached.		

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

INSURING AGREEMENTS		Deductibles (\$)	Limits (\$)
<b>PROPERTY COVERAGES - STR09/06R</b>			
All Property, All Risks, Replacement Cost (90% Co-Insurance), Bylaws		1,000	1,280,000
Water Damage		2,500	Included
Backup of Sewers, Sumps, Septic Tanks or Drains		2,500	Included
Earthquake Damage		20%	Included
Flood Damage		10,000	Included
Key & Lock		250	10,000
<b>BLANKET EXTERIOR GLASS INSURANCE</b>			Not Insured
<b>COMMERCIAL GENERAL LIABILITY - Form 000102(Rev.11/98)</b>			
Coverage A - Bodily Injury & Property Damage Liability	Per Occurrence	500	5,000,000
Products & Completed Operations	Aggregate	500	5,000,000
Coverage B - Personal Injury Liability	Per Occurrence	500	5,000,000
Coverage C - Medical Payments	Any One Person		2,500
	Per Occurrence		25,000
Coverage D - Tenants Legal Liability		500	500,000
Non-Owned Automobile - SPF #6 - Form 335002	Per Occurrence		5,000,000
Contractual Liability - SEF #96	Per Occurrence	500	50,000
Excluding Long Term Leased Vehicle - S.E.F. No. 99	Per Occurrence		5,000,000
Limited Pollution Liability Coverage	Aggregate		1,000,000
Employee Benefit Liability - Form 000200	Aggregate	1,000	1,000,000
Advertising Liability - Form 000117	Per Occurrence		500,000
<b>DIRECTORS &amp; OFFICERS LIABILITY - Form G/A2(04/01) Claims Made Form</b>			2,000,000
Condominium Discrimination Defense Costs	Per Occurrence	500 Retention	10,000
	Aggregate	500 Retention	25,000
<b>POLLUTION &amp; REMEDIATION LEGAL LIABILITY - Form XLICL-PARL5CP(05/04)</b>			
Claims Made Form - Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense		10,000 Retention	1,000,000
<b>VOLUNTEER ACCIDENT INSURANCE PLAN</b>			Not Insured
<b>COMPREHENSIVE DISHONESTY, DISAPPEARANCE AND DESTRUCTION</b>			
Form 500000 (Rev.01/2000)			
I Employee Dishonesty - Form A			10,000
II Loss Inside the Premises			5,000
III Loss Outside the Premises			5,000
IV Money Orders and Counterfeit Paper Currency			5,000
V Depositors Forgery			5,000
<b>EQUIPMENT BREAKDOWN</b>			
I Physical Damage, Direct Damage, Standard Comprehensive Plus, Replacement Cost - Form C780016(02/06)		1,000	1,280,000
II Consequential Damage, 90% Co-Insurance - Form C780032 (02/06)		1,000	10,000
III Extra Expense - Form C780033 (02/06)		24 Hour Waiting Period	100,000
IV Ordinary Payroll - 90 Days - Form C780034 (02/06)		24 Hour Waiting Period	100,000

**\*\*ALL COVERAGES SUBJECT TO POLICY DEFINITIONS\*\***

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

This policy shall not be valid or binding unless countersigned by a duly

Authorized Representative of the Insurer.

*[Signature]*

Authorized Representative  
Coastal Insurance Services Ltd.

**Marie Court - Strata Plan VR 84**

**Financial Statements**

(unaudited)

April 1, 2008 to March 31, 2009

# Marie Court - Strata Plan VR 84

Balance Sheet  
as at March 31, 2009  
(unaudited)

	2009 \$	2008 \$
<b>ASSETS</b>		
<b>Cash</b>		(restated)
- Operating account	2,983	2,401
- Member shares	114	110
	<u>3,097</u>	<u>2,511</u>
<b>Contingency Reserve Funds</b>		
- Contingency	9,599	1,296
- Infrastructure Fund	350	4,963
- Roof Fund	2,195	1,147
	<u>12,143</u>	<u>7,406</u>
<b>Accounts Receivable</b>		
- Maintenance fees	200	1,405
- Special assessment	4,563	7,759
	<u>4,763</u>	<u>9,164</u>
<b>TOTAL ASSETS</b>	<u>20,004</u>	<u>19,081</u>

## LIABILITIES AND OWNERS' EQUITY

<b>Current Liabilities</b>		
Accounts payable - trades	1,800	0
Owing to owner / bank	0	5,840
Prepaid infrastructure assessment	0	2,058
Owing to infrastructure fund	0	1,998
	<u>1,800</u>	<u>9,896</u>
<b>Owners' Equity</b>		
Retained Earnings - beginning of year	3,777	4,148
Excess (deficiency) of revenue over expenditures	2,283	(371)
Retained earnings - end of year	<u>6,060</u>	<u>3,777</u>
Accounts payable - contingency	1,000	0
CRF - Contingency	8,599	1,296
CRF - Infrastructure Fund	350	2,965
CRF - Roof Fund	2,195	1,147
	<u>12,144</u>	<u>5,408</u>
	<u>18,204</u>	<u>9,185</u>
<b>TOTAL LIABILITIES &amp; OWNER'S EQUITY</b>	<u>20,004</u>	<u>19,081</u>

# Marie Court - Strata Plan VR 84

## Statement of Operating Income and Expenses

April 1, 2008 to March 31, 2009

(unaudited)

	Mar-31 2009 \$	2008 Actual \$ (restated)	2009 Budget \$	Variance over(under) \$	2010 Budget \$	Notes
<b>Revenue</b>						
Operating						
Owners' contributions	26,768	23,925	27,675	(907)	27,675	1
- Less contributions to CRF re maintenance	(2,512)	(2,062)	(2,600)	(88)	(2,306)	
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Laundry	1,688	1,308	1,400	288	1,500	
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<b>Total Revenue</b>	<b>24,997</b>	<b>22,376</b>	<b>25,595</b>	<b>(775)</b>	<b>25,869</b>	
<b>Expenses</b>						
Admin expenses						
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Office supplies, etc	47	309	150	(103)	100	
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Natural gas	5,782	6,806	8,200	(2,418)	5,000	4
Electricity	720	654	670	50	750	
Water & sewer	1,715	1,607	1,600	115	1,700	
<b>Total Expenses</b>	<b>22,714</b>	<b>22,746</b>	<b>25,595</b>	<b>(2,881)</b>	<b>21,025</b>	
<b>Excess (Deficiency) of Revenue Over Expenditures</b>	<b>2,283</b>	<b>(371)</b>	<b>0</b>	<b>2,107</b>	<b>4,844</b>	

### Budget Notes

for the year ended March 31, 2009

- 1 Variance is due to the fact that fees were not increased until July 2008. No increase in maintenance fees is proposed.
- 2 This relates to loan from from an owner regarding the oil tank.
- 3 Budgeting for an amount similar to 2008 costs.
- 4 Gas prices did not increase as much as predicted last year. Prices were reduced marginally effective April 1, 2009.
- 5 Contributions to the contingency fund represent in excess of 10% of budgeted operating expenses.

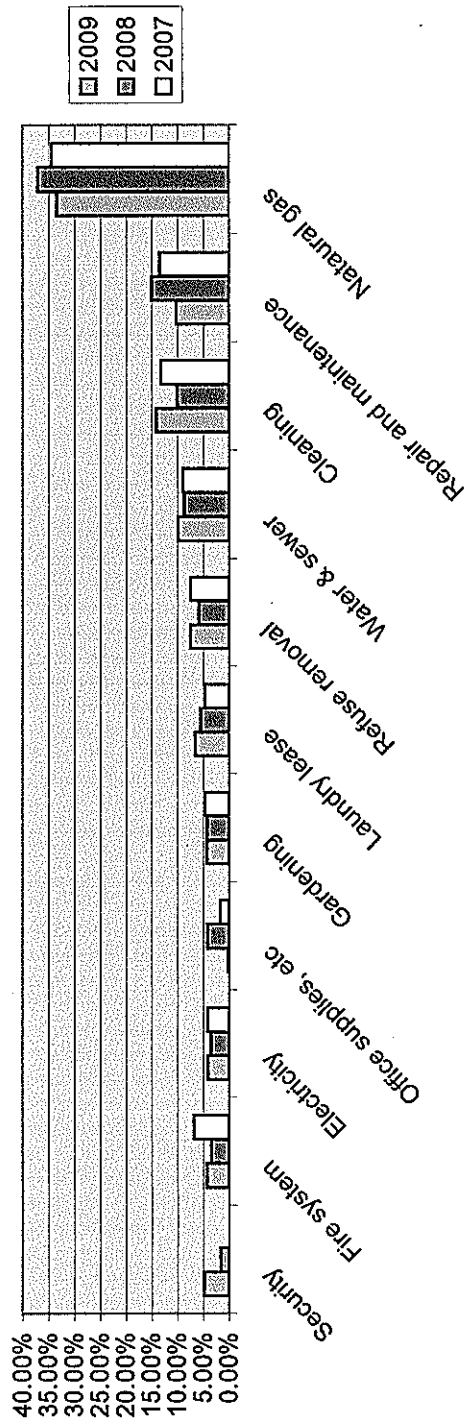
**Strata Fees effective April 1, 2009**  
**(no change from prior year)**

Unit	Unit Entitlement (%)	Strata Fees (per month)*
		\$
1	11.70	269.83
2	5.50	126.84
101	8.70	200.61
102	12.00	276.72
103	12.00	276.73
104	8.70	200.64
201	8.70	200.65
202	12.00	276.75
203	12.00	276.76
204	8.70	200.66
<b>Monthly Total</b>	<b>100.00</b>	<b>2,306.25</b>
<b>Yearly Total</b>		<b>27,675.00</b>

\* Amounts have been adjusted by pennies so that monthly payments can be identified by unit.



**Marie Court - Operating Expenses  
for the year ended March 31, 2009**



# Marie Court - Strata Plan VR 84

Summary of Owners' Equity  
April 1, 2008 to March 31, 2009  
(unaudited)

	2009 \$	2008 \$
<b>Contingency Fund</b>		
Balance, April 1, 2008	1,294	12,550
Members' contributions	2,512	2,062
Interest earned	185	341
Transfer to operating account re oil tank		(14,000)
Transfer from roof fund		2,000
Additional contribution re oil tank removal		(1,657)
Cost of flushing plumbing lines	(1,101)	
Transfer from infrastructure fund	6,708	
	<u>9,599</u>	<u>1,296</u>
Cash balance, March 31, 2009	9,599	1,296
Less: Accrual for insurance deductible	(1,000)	
	<u>8,599</u>	<u>1,296</u>
<b>Infrastructure Fund</b>		
Balance, April 1, 2008	2,965	12
Members' contributions	3,191	2,920
Interest earned	837	34
Transfer from operating fund	65	0
Transfer to contingency fund	(6,708)	0
	<u>350</u>	<u>2,965</u>
Balance	350	2,965
Due from operating fund	0	1,998
	<u>350</u>	<u>4,963</u>
<b>Roof Fund</b>		
Balance, April 1, 2008	1,147	2,151
Members' contributions	1,000	917
Transfer to contingency fund	0	(2,000)
Interest earned	47	79
	<u>2,195</u>	<u>1,147</u>
Balance, March 31, 2008	2,195	1,147

## Marie Court - Strata Plan VR 84

### Summary of Activity in Special Assessment (Infrastructure) Account

April 1, 2008 to March 31, 2009

(unaudited)

	2009
	\$
<b>Special Assessment re Re-Plumbing, etc</b>	
Assessment	94,760
Prepaid assessments	1,500
Total assessment	96,260
Contribution from operating fund	140
Total available	96,400
- Plumbing	77,075
- Paving	13,680
- Security gate	3,125
- Tree removal / hedge replacement	2,520
Total costs	96,400
Balance	0

	2009	2008
	\$	\$
<b>Special Assessment for Oil Tank Removal</b>		
Balance forward (due to owner)	5,841	
Total assessment		29,995
Difference between assesement and actual		212
Total cost		30,207
Funded through contingency fund - first		(14,000)
Funded through contingency fund - second		(1,657)
Funded by owner		14,550
Interest charged		184
Amounts received / repaid to owner	(5,841)	(8,893)
Balance due at March 31, 2008	(0)	5,841

# Marie Court

## Council Meeting Minutes

April 14th, 2009 4:30 pm Suite 104

Michelle Gallagher – President Diane Erdstein – Treasurer Stephanie Clark – Secretary

**In attendance** – Diane, Stephanie, Michelle

1. Approval of February 14, 2009 council minutes – Approved
2. Approval of April 14, 2009 Agenda – Approved
3. **Paving** – Work has been completed.
4. **Carpet Cleaning** – Work has been completed.
5. **Annual Fire Inspection** – Report Pending.  
**Inspection has not yet passed.** All units whereby alarm company could not gain access, or whereby deficiencies were found, are required to provide signed written notice to Strata indicating that alarm has been checked and/or repaired and is in full working order.  
**This applies to units 1, 2 and 101 and must be completed by May 4<sup>th</sup>.**  
All building alarms must be found in working condition in order to pass inspection.
6. **Landscaping** – A watering schedule will be set up for spring and discussed at the AGM. We'd like to enlist volunteers on rotation so that we can give our new trees a prosperous start!
7. **Contact List** – Please update your files with the attached list.
8. **Insurance Claim** – Strata has spoken with the adjuster to arrange painting the side door. Once completed, the claim will be closed.
9. **Noise** – We have had some complaints regarding noise levels at night. Please note that we must always be considerate of our neighbours. Excessive noise (vacuuming, running dishwashers, etc.) should be kept between the hours of 7:00am – 10:00pm on weekdays and Saturdays and between 10:00am and 10:00pm on Sundays.
10. **Personal Items** – We have been very successful in keeping things tidy in all common areas!! Let's please continue the effort.....  
**Locker Room:** Items must go in lockers, not outside of lockers.  
**Electrical Room:** Paint cans do not belong in the electrical room. We are not allowed to store any items and certainly not flammable ones, in this room as it is a code violation.
11. AGM tentatively scheduled for May 4<sup>th</sup>, 2009.
12. Next Council Meeting scheduled for June 4<sup>th</sup>, 2009.
13. Meeting Adjourned 6:15 P.M.

# Marie Court

## Council Meeting Minutes

February 14, 2009 5:00 pm Suite 102

Michelle Gallagher – President Diane Erdstein – Treasurer Stephanie Clark – Secretary

**In attendance** – Diane, Stephanie, Michelle

1. Approval of the January 24th, 2009 council minutes – Approved
2. Approval of February 14th, 2009 Agenda – Approved
3. **Paving** – We have met with Blacktop Paving, they are preparing a revised quote. Once approved, we will be going ahead with paving, as per Blacktop (weather dependant). We are including a concrete pad for the dumpster.  
  
As previously noted, we have increased the scope of the job to ensure long term durability of the pavement and therefore expect a moderate increase in cost. There is an existing surplus from the plumbing contingency that will be put towards the paving to absorb any additional / incidental costs.
4. **Parking** – During the paving process, owners will be required to find alternate parking. The job is expected to take 3 days with 1 week following for paving to set, notice will be given.
5. **Building Maintenance** – Strata has received a written complaint regarding the quality of cleaning provided by our new service. We have taken this under advisement and are addressing the situation.  
  
Council is researching commercial grade vacuum cleaners.  
  
The carpets will be professionally cleaned in February.
6. AGM tentatively scheduled for May 4<sup>th</sup>, 2009.
7. Next Council Meeting scheduled for April 11th, 2009.
8. Meeting Adjourned 5:45 P.M.

February 14, 2009

From: Jeff Bingham #201

To: All Strata Members VR84

I have noticed lately that the common area of the condo has not been cleaned toughly, mainly the locker room, furnace room, and parking area. On February 07, 2009 I had noticed the new cleaner was using the new vacuum on the top floor, and I observed that after she only vacuumed about 30 per cent of the carpet, she was leaving. I asked her if she was finished the top floor and she said yes she was finished vacuuming! I then informed her that if she wanted to keep her job that she should vacuum each floor from end to end! The cleaning lady did not say a word to me and just left!

I phone a person on counsel and was told she works for a cleaning company. So I assume that she knows how to clean! How much do we pay for a cleaning person to come each week? Are we getting our moneys worth? Should we be reviewing the person or company that is cleaning our building?

The action I have taken by talking to the cleaning person only came about because I care about the build I live in.

Sincerely Yours

Jeff Bingham  
#201

# Marie Court

## Council Meeting Minutes

January, 24<sup>th</sup>, 2009 11:00 am Suite 102

Michelle Gallagher – President Diane Erdstein – Treasurer Stephanie Clark – Secretary

**In attendance** – Diane, Stephanie, Michelle

1. **Approval of the October 7th, 2008 council minutes** – Approved
2. **Approval of January 24th, 2009 Agenda** – Approved
3. **Plumbing** – We are pleased to announce that plumbing work has been completed on time and on budget. Cambridge has returned all unit keys which can be claimed from Michelle in 202.  
  
NOTE: Please make sure bikes have been returned to bike room.
4. **Painting** – Arrangements are being made to paint the entrance area that was affected by walls cut for plumbing work.
5. **Re-Keying** – A decision on whether to re-key the building's common area doors will be voted on at the AGM.
6. **Paving** – We have increased the scope of the job to ensure long term durability of the pavement and therefore expect a moderate increase in cost. There is an existing surplus from the plumbing contingency that will be put towards the paving to absorb any additional / incidental costs.
7. **Landscaping** – A watering schedule will be set up for spring and a notice posted. We'd like to enlist volunteers on rotation so that we can give our new trees a prosperous start!
8. **Contact List** – Please review the attached contact list, update as is necessary with current info and return to drop box in entrance hall.
9. **Insurance Claim** – Strata has spoken with the adjuster to arrange painting the side door as soon as weather permits. Once completed, the claim will be closed.
10. **Annual Fire Inspection** – The inspector will need access to each unit. Once a date has been set, a notice will be posted and a key drop arranged for those who will not be home at the time of inspection.
11. **Building Maintenance** – We have a new cleaner, Amira, who comes on Saturdays. We will be providing her with a new vacuum seeing as ours, having provided us with years of dutiful service, is on its last legs.  
  
The carpets will be professionally cleaned in February.
12. AGM tentatively scheduled for May 4<sup>th</sup>, 2009.
13. Next Council Meeting scheduled for March 1<sup>st</sup>, 2009.
14. Meeting Adjourned 12:30 P.M.

# Marie Court Contact List

January 2008

Unit	Owner	Role	Telephone	Email	Emergency Contact	Contact #
1	Eileen Bistrisky		604-736-1116 wk 604-736-6933 cell 604-218-0256	<a href="mailto:ebistrisky@effectiveevents.com">ebistrisky@effectiveevents.com</a>	Tommi Kawase	604-733-2204
2	Aurelea Mahood		604-786-9605 Wk. 604-986-1911 ext 2290	<a href="mailto:aurelea.mahood@gmail.com">aurelea.mahood@gmail.com</a>	Brent & Denise Mahood	604-922-0861 604-340-3310 (cell)
101	Jane Pavamani		604-731-7661		Dianne Erdstein	604-764-7183
102	Stephanie Clark	Secretary	604-728-5821	<a href="mailto:s@bluedoorproductions.ca">s@bluedoorproductions.ca</a>	Wendy	250-537-8779
103	Kristen Hareus Ryan Goodman		778 329 3050 604 649 4411	<a href="mailto:kirsten.hareus@gmail.com">kirsten.hareus@gmail.com</a> <a href="mailto:regoodman@gmail.com">regoodman@gmail.com</a>	Ron & Lillian Hareus 2385 Young Avenue Kamloops, B.C. V2B 4M7	250-376-6977
104	Dianne Erdstein	Treasurer	604-764-7183		Alex	604-789-6393
201	Jeff Bingham		604-736-4297		Peter	604-689-1097
202	Michelle Gallagher	President	Hm. 604-222-8862 cell 778-996-1339	<a href="mailto:miologa@shaw.ca">miologa@shaw.ca</a>	Farley Johansson	Hm. 604-876-6619
203	Justin Nesrallah Kristin Airey		Hm. 604-809-7463 Wk. 604-809-7463 Wk. 604-661-3200	<a href="mailto:Wk. Kristin.airey@ainsworth">Wk. Kristin.airey@ainsworth</a>	David Airey	604-736-1767
204	Susan Jardine		Hm. 604-877-0915	<a href="mailto:susjard@telus.net">susjard@telus.net</a> (Please phone for anything time sensitive. Thanks)	Liz Payne	604-734-9420 1-604-885-5359 (weekends)



# Marie Court Contact List

January 2008

Unit	Owner	Role	Telephone	Email	Emergency Contact	Contact #
1	Eileen Bistrisky		604-736-1116 wk 604-736-6933 cell 604-218-0256	<a href="mailto:ebistrisky@effectiveevents.com">ebistrisky@effectiveevents.com</a>	Tommi Kawase	604-733-2204
2	Aurelea Mahood		604-786-9605 Wk. 604-986-1911 ext 2290	<a href="mailto:aurelea.mahood@gmail.com">aurelea.mahood@gmail.com</a>	Brent & Denise Mahood	604-922-0861 604-340-3310 (cell)
101	Jane Pavamani		604-731-7661		Dianne Erdstein	604-764-7183
102	Stephanie Clark	Secretary	604-728-5821	<a href="mailto:s@bluedoorproductions.ca">s@bluedoorproductions.ca</a>	Wendy	250-537-8779
103	Kirsten Hareus Ryan Goodman		778-329-3050 604-649-4411	<a href="mailto:kirsten.hareus@gmail.com">kirsten.hareus@gmail.com</a> <a href="mailto:regoodman@gmail.com">regoodman@gmail.com</a>	Ron & Lillian Hareus 2385 Young Avenue Kamloops, B.C. V2B 4M7	250-376-6977
104	Dianne Erdstein	Treasurer	604-764-7183		Alex	604-789-6393
201	Jeff Bingham		604-736-4297		Peter	604-689-1097
202	Michelle Gallagher	President	604-222-8862 cell 778-996-1339	<a href="mailto:miloga@shaw.ca">miloga@shaw.ca</a>	Farley Johansson	Hm. 604-876-6619
203	Justin Nesrallah Kristin Airey		Hm. 604-809-7463 Wk. 604-809-7463 Wk. 604-661-3200	<a href="mailto:Wk. Kristin.airey@ainsworth">Wk. Kristin.airey@ainsworth</a>	David Airey	604-736-1767
204	Susan Jardine		Hm. 604-877-0915	<a href="mailto:susriard@telus.net">susriard@telus.net</a> (Please phone for anything time sensitive. Thanks)	Liz Payne	604-734-9420 1-604-885-5359 (weekends)