

**Strata Property Act**  
**FORM B**  
**INFORMATION CERTIFICATE**  
(Section 59)

The Owners, Strata Plan LMS 1757 certify that the information contained in this certificate with respect to Strata Lot 26, described as Unit 303, 1177 Hornby Street, Vancouver B.C. is correct as of the date of this certificate.

- a. Monthly strata fees payable by the owner of the strata lot described above \$284.17
- b. Any amount owing to the strata corporation by the owner of the strata lot described above (other than an amount paid into court or to the strata corporation in trust under Section 114 of the *Strata Property Act*) \$0.00
- c. Are there any agreements under which the owner of the strata lot described above, takes responsibility for expenses relating to the alteration to the strata lot, the common property or the common assets? To the best of our knowledge:  
 No       Yes (attach copy of all agreements)
- d. Any amount that the owner of the strata lot described above is obligated to pay in the future for a special levy that has already been approved? \$0.00
- e. Any amount by which the expenses of the strata corporation for the current fiscal year are expected to exceed the expenses budgeted for the fiscal year – to the best of our knowledge. \$0.00
- f. Amount in the contingency reserve fund minus any expenditures which have already been approved but not yet taken from the fund \$451,030.87
- g. Are there any amendments to the by-laws that are not yet filed in the land title office?  
 No       Yes (attach copy of all amendments)
- h. Are there any resolutions passed by the ¾ vote or unanimous vote that are required to be filed in the land title office but that have not been filed in the land title office?  
 No       Yes (attach copy of all resolutions)
- i. Has notice been given for any resolutions, requiring a ¾ vote or unanimous vote or dealing with an amendment to the by-laws, that have not yet been voted on?  
 No       Yes (attach copy of all notices)
- j. Is the strata corporation party to any court proceedings or arbitration and/or are there any judgments or orders against the strata corporation? To the best of our knowledge:  
 No       Yes (attach details)
- k. Have any notices or work orders been received by the strata corporation that remain outstanding for the strata lot, the common property or the common assets? To the best of our knowledge:  
 No       Yes (attach copy of all notices or work orders)
- l. Number of strata lots in the strata plan that are rented (to the best of our knowledge) 39
- m. Please refer to the bylaws for any potential bylaw restrictions.
- n. The fiscal year end for LMS 1757 is February 28, 2010 and a date for the AGM has been scheduled on April 21, 2010. Should there be any increase in strata fees &/or special levy being passed during the AGM, the purchaser will be responsible for all these increases and special levy retroactive to March 1, 2010.

Date: March 23<sup>rd</sup>, 2010 (month, day, year)

\_\_\_\_\_  
Signature of Council Member

\_\_\_\_\_  
Signature of Second Council Member

OR

Dali Janic

\_\_\_\_\_  
Signature of Strata Manager, if authorized by Strata Corporation

Dali Janic

**Balance Sheet**

March 2010

Books = Accrual

Account	MTD Actual	YTD Actual
<b>CURRENT ASSETS</b>		
100005-00 Petty Cash	0.00	100.00
101011-00 CMN in Trust - (Single Bank)	4,504.49	106,477.00
108085-00 Bank - Contingency Reserve	5,045.46	51,030.87
108086-00 Special Levy Account	0.00	336.57
110100-00 Accounts Receivable - Owners	633.31	4,923.85
120001-00 GIC Account	0.00	400,000.00
131000-00 Prepaid Insurance	0.00	5,963.00
139000-00 Prepaid Expenses - General	265.00	3,687.70
<b>TOTAL ASSETS</b>	<b><u>10,448.26</u></b>	<b><u>572,518.99</u></b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>CURRENT LIABILITIES</b>		
200010-00 A/P CONTROL	7,317.31	7,317.31
200200-00 Accrued Liabilities	(69,714.27)	7,929.37
207000-00 Tenant Deposits	0.00	(475.00)
207002-00 Deposit Liability - Other	0.00	300.00
207007-00 Key, Opener, Card Deposit Liabi	0.00	626.56
208000-00 Prepaid Assessments Fees	(110.38)	185.11
<b>TOTAL CURRENT LIABILITIES</b>	<b><u>(62,507.34)</u></b>	<b><u>15,883.35</u></b>
<b>CONTINGENCY RESERVE FUND</b>		
260000-00 Contingency Reserve Fund Liabil	(54,939.50)	4,994.50
260001-00 Contingency Reserve - Interest	(562.33)	50.96
260002-00 Contingency Reserve - Prior Yea	60,547.29	428,868.47
290000-00 Contingency Reserve - Exp#1	0.00	10,433.40
291000-00 Contingency Reserve - Exp#2	0.00	1,850.02
292000-00 Contingency Reserve - Exp#3	0.00	2,992.29
294000-00 Contingency Reserve - Exp	0.00	1,841.23
<b>TOTAL CONTINGENCY RESERVE FUND</b>	<b><u>5,045.46</u></b>	<b><u>451,030.87</u></b>
<b>SPECIAL LEVY</b>		
261708-00 Special Assessment 1 (Revenue)	0.00	336.57
<b>TOTAL SPECIAL LEVY</b>	<b><u>0.00</u></b>	<b><u>336.57</u></b>
296000-00 Current Year Earnings	67,910.14	105,268.20
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>10,448.26</u></b>	<b><u>572,518.99</u></b>

**Income Statement**

March 2010

Books = Accrual

Account	MTD Actual	YTD Actual
<b>REVENUE</b>		
<b>ASSESSMENTS</b>		
37100000 Strata Maintenance Fees	48,525.06	630,825.91
<b>ASSESSMENTS</b>	<b>48,525.06</b>	<b>630,825.91</b>
<b>MISCELLANEOUS</b>		
32200000 Parking Rent - Monthly	40.00	200.00
33501000 Common Room Rent	150.00	800.00
34401500 Keys/Remote Revenue	200.00	2,250.00
34501000 Move In/Move Out Fees	100.00	2,000.00
35900000 Miscellaneous Income	0.00	973.66
37440000 Prior Year Surplus Transfer	0.00	18,333.37
<b>MISCELLANEOUS</b>	<b>490.00</b>	<b>24,557.03</b>
<b>TOTAL REVENUE</b>	<b>49,015.06</b>	<b>655,382.94</b>
<b>BUILDING OPERATING EXPENSES</b>		
<b>SALARIES &amp; BENEFITS</b>		
41011000 Payroll - Supervisor	1,887.44	45,920.77
<b>SALARIES &amp; BENEFITS</b>	<b>1,887.44</b>	<b>45,920.77</b>
<b>REPAIRS &amp; MAINTENANCE</b>		
40200000 Janitorial	1,622.25	18,724.22
40300000 Window Cleaning	0.00	20,475.00
40301000 Awning Cleaning	0.00	168.00
40302000 Carpet Cleaning	380.10	5,748.75
40500000 Waste Removal	580.83	9,342.89
41200000 Elevator Service Contracts	35.91	33,430.31
41300000 HVAC: General Service Contract	0.00	23,130.07
41400000 Electrical R & M Contract	0.00	7,871.05
41500500 Roof Repairs	0.00	194.30
41600000 Plumbing R & M	0.00	36,465.98
41801000 Pest Control Contracts	0.00	2,415.58
41810200 Locks & Keys	0.00	3,117.96
41820000 General Common Area R&M	(23,054.75)	131.53
41825000 Building Supplies	132.81	4,330.81
41951100 Recreation Area Maintenance	0.00	(19,307.78)
43110000 Landscaping Contract	0.00	5,285.32
43210000 Parking Lot Maintenance	0.00	2,703.76
44320500 Handicap Access	0.00	1,957.83
44321000 Fire & Alarm Systems	0.00	9,630.08
44461500 Enterphone System	49.59	1,172.78
44462500 Access Control - Security System	0.00	4,637.94
54005100 Appliance R&M	0.00	1,092.63
<b>REPAIRS &amp; MAINTENANCE</b>	<b>(20,253.26)</b>	<b>172,719.01</b>
<b>UTILITIES</b>		
42101000 Electricity - Common Area	(3,776.88)	30,393.87
42200000 Gas or Oil - House Meter	40.30	65,032.60

**Income Statement**

March 2010

Books = Accrual

<b>Account</b>	<b>MTD Actual</b>	<b>YTD Actual</b>
42600000 Water	(4,714.75)	14,125.07
<b>UTILITIES</b>	<b>(8,451.33)</b>	<b>109,551.54</b>
<b>RESIDENT MANAGER UNIT</b>		
54008000 Caretrk's Suite Costs/R&M fees	630.00	3,990.00
<b>RESIDENT MANAGER UNIT</b>	<b>630.00</b>	<b>3,990.00</b>
<b>ADMINISTRATIVE</b>		
45460000 Professional Fees	0.00	450.84
45520000 Telephone	120.33	1,661.55
45705000 Miscellaneous Expenses	(946.51)	6,195.08
46900000 Management Fees	3,123.75	40,608.75
47400000 Insurance Premiums	0.00	31,250.84
<b>ADMINISTRATIVE</b>	<b>2,297.57</b>	<b>80,167.06</b>
<b>TOTAL BUILDING OPERATING EXPENSES</b>	<b>(23,889.58)</b>	<b>412,348.38</b>
<b>OWNERSHIP EXPENSES</b>		
<b>NON-OPERATING EXPENSES</b>		
54010000 Contingency Reserve Expense	4,994.50	64,928.50
<b>NON-OPERATING EXPENSES</b>	<b>4,994.50</b>	<b>64,928.50</b>
<b>NET INCOME/(LOSS)</b>	<b>67,910.14</b>	<b>178,106.06</b>

**MINUTES OF A STRATA COUNCIL MEETING  
STRATA PLAN LMS 1757 – LONDON PLACE  
DATE: WEDNESDAY, JANUARY 27, 2010  
LOCATION: AMENITY ROOM – 1177 HORNBY STREET, VANCOUVER**

---

**PRESENT:** Tom Attwood  
Warren Miles-Pickup  
Errol Krem  
Laszlo Hollander  
Donal O'Reilly  
James Clay

**REGRETS:** Vanessa Leech

Also present was Dali Janic, Property Manager from Colliers Macaulay Nicolls Inc. Colliers Macaulay Nicolls Inc. will be minuted as CMN.

---

The meeting was called to order at 5:00 p.m.

**BUILDING MANAGER'S REPORT**

The strata council received and reviewed the activity report for December 2009 and January 2010, prepared by the London Place Building Manager, Calvin Greger.

An item of interest was that Action Glass replaced the broken glass panels on two stairwell exit doors in the visitor parking area.

**ADMINISTRATIVE AND FINANCIAL ITEMS**

1. **Minutes:** It was **MOVED** by Tom Attwood, **SECONDED** by Warren Miles-Pickup to approve the minutes of the December 2, 2009 council meeting, as circulated.

**MOTION CARRIED**

***Distribution of Minutes:** As a green initiative, and in the interest of reducing paper usage and saving on postage costs, the strata council would like to distribute minutes by email as much as possible. Some owners already receive their minutes by email. If you would prefer to receive your minutes by email rather than post, or if you need to be removed from the distribution list, please send your request with your name, suite number, and email address to CMN at [brandy.randsalu@colliers.com](mailto:brandy.randsalu@colliers.com)*

2. **Approval of Financial Statements:** Following review, it was **MOVED** and **SECONDED** to accept the October, November, and December 2009 financial statements as presented.

**MOTION CARRIED**

3. **Accounts Receivable:** The strata council reviewed the accounts receivable report in the financial statements. CMN was instructed to follow up with a few owners whose accounts remain in arrears. Owners are reminded that all liens placed on strata lots will be renewed after a year.

*The strata council noted that some owners allow their accounts to remain in arrears by not paying small carry over amounts, outstanding fines, and strata fees from the previous year. It was agreed by council to charge interest on all accounts that continue to remain in arrears 30 days after the due date for any strata fees, special levies, fines and chargebacks.*

Council reminds owners that they should have their monthly assessment fees set up on the automated plan as this reduces the administration of collecting monthly fees. Contact your property accountant Salome Tang at [salome.tang@colliers.com](mailto:salome.tang@colliers.com) or call her at 604-661-0859 to obtain a pre-authorized payment form.

### **CORRESPONDENCE**

Council reminds all owners that the Strata Corporation policy requires all communication to council to be sent via the management office. This will ensure that the strata council, at a duly convened meeting, can deal with the correspondence officially. Thank you for your assistance.

Correspondence was received from an owner regarding a leak between two suites. This owner is requesting a review of liability and compensation for the expenses accrued. Council will wait until they have received the plumbing report before they discuss the matter further.

Correspondence was sent to the City of Vancouver asking them to prune the trees at the front of the building as soon as possible.

Correspondence was sent to the City of Vancouver regarding follow-up on liability issues surrounding a particular unit's upgrades.

### **BUILDING AND GROUNDS UPDATE**

#### **Repairs and Maintenance:**

**Elevators:** CMN met with an Otis Canada representative regarding the issues with the elevators over the past year. CMN strongly requested that they improve their service regarding responsiveness, communication, and performance. After the meeting with Otis, Otis put a proposal together assuring better service at London Place. They also informed CMN that if new contract was signed, there would be an immediate 5% decrease in maintenance fee. Council further discussed this matter and agreed that they will look through the proposed contract and make a decision at the next council meeting.

**BC Hydro:** James Clay discussed with Council his most recent proceedings with BC Hydro. He presented the correspondence that he received regarding an offer to apply a onetime credit of \$1,262.50 to the Strata's 2008 payment of \$9,180.15 for flagging and cover up work. Council discussed the matter further and agreed to accept the offer. A letter of acceptance will be sent to BC Hydro.

**Fire Inspection:** A report from Elite Fire Protection Ltd. was presented to Council outlining the deficiencies noted. All deficiencies were included in the budget and will therefore be pending budget approval

**Gym Door Reader:** Cobra Security completed the wiring required for the gym door reader. Council is still waiting for a technician to run the program through the computer and have it communicate with the whole system. Once this has been completed, residents will be notified.

---

Residents are advised that once the system is up and running, they will need to bring their access fobs to gym in order to enter.

**Concrete Picnic Table:** The table was successfully installed in the courtyard area. Thank you to all volunteers who helped to assemble it!

**Decorating & Painting:** Council has decided that there will no more special levees regarding the interior decorating and painting put forward in the near future. This is due to the fact that owners have defeated the idea twice in the past year at the 2009 Annual General Meeting and the Special General Meeting also held in 2009. However, council will be putting a plan together to carry out upgrades every year. Currently they have approved quotes to have the lobby carpets replaced, a new gym floor installed, the painting of the elevator as well the painting of P1, P2 and P3. All items are scheduled or will be scheduled to happen as soon as possible.

### **NEW BUSINESS**

**Roof Repair Replacement:** CMN presented a quote from Roofix Services Inc. to perform the required repairs. The work will include the removal of wooden planks at four locations the removal of the wall and counter flashings, the examination of the cant strip membrane, the installation of new mastic and reinforcing mesh over all deficient membrane areas found in the exposed areas, the re-installation of the saved metal flashings and the installation of a new layer of roof coat over newly patched areas. The work timeline is weather permitting. Following a discussion, it was moved and seconded to approve the request.

**MOTION CARRIED**

**Air Handling & Duct Cleaning:** This work was completed by National Air Technologies.

**Amended Rental Bylaw:** Due to changes in the Strata Property Act, the rental bylaw for London Place was forwarded to the lawyers at Clark Wilson to check that it was acceptable. The bylaw was touched up as required per the Strata Property Act and once the final changes have been completed, it will be presented to owners at the AGM on April 20, 2010 for a vote.

**Draft budget -** The strata council has started the process of budget planning for the fiscal year 2010-2011. CMN and council are working on preparing a draft operating budget for presentation to the owners at the AGM.

**AGM:** The Annual General Meeting is scheduled for Tuesday, April 20, 2010 at 6:30 p.m. in the London Place Main Floor Amenity Room. All owners are asked to attend the meeting to vote on the budget for the new fiscal year and elect a Strata Council. Owners who are unable to attend should submit their proxies which will be mailed with the notice of AGM in late March 2010.

***\*\*Commercial tenants are advised that their vehicles will be towed if they don't follow the parking regulations. Only registered and commercial owners are permitted to park their vehicles in the commercial parking area; all others will be towed. Owners are reminded as a courtesy to others to please pull their vehicle forward nearest to the wall if space is available there in order to allow maximum use of the parking area.\*\****

### **ADJOURNMENT**

There being no further business the meeting was adjourned at 6:15 p.m.

**NEXT MEETING DATE:** April 20, 2010 – Annual General Meeting.

**MINUTES OF A STRATA COUNCIL MEETING - "LONDON PLACE", STRATA PLAN LMS 1757. HELD WEDNESDAY, JANUARY 27, 2010 AT LONDON PLACE 1177 HORNBY STREET, VANCOUVER, BC.**

<p><b>Real estate regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes, as there will be a charge to the owner for replacement copies.</b></p>
--