QUAY PACIFIC
PROPERTY MANAGEMENT LTD.

**THIS IS AN IMPORTANT NOTICE.
PLEASE HAVE IT TRANSLATED**

这是重要通知，请找人翻译。

這是重要通知，請找人翻譯。

Ceci est un avis important.
Veuillez vous le faire traduire.

Dies ist wichtige Nachricht Bitte lassen
Sie sich die folgenden Seiten übersetzen

これは重要なお知らせです。
どなたかに翻訳してもらいましょう。

중요한 공지사항입니다.
이 내용을 번역해 주십시오.

Este aviso es muy importante.
Pida que alguien se lo traduzca.

Ito ay mahalagang patalastas.
Mangyaring ipasalin ito sa inyong wika.

این اطلاعیه مهمی است. لطفا از کسی
بخواهید این اطلاعیه را برای شما ترجمه کند.

Đây là thông báo quan trọng.
Xin nhờ người phiên dịch.

NOTICE OF THE ANNUAL GENERAL MEETING OF VIA (CORPORATION) (BCS3566) MARCH 15, 2023

REGISTRATION AT 6:30 PM

February 22, 2023

Real Estate Management
Sales & Investments

535 Front Street
New Westminster, BC
V3L 1A4
Telephone: (604) 521-0876
Fax: (604) 525-1299
www.quaypacific.com

To the Owners of Strata Plan BCS3566
Via – The Residential Section
288 Hampton Street
New Westminster, BC
V3M 5L9

NOTICE OF ANNUAL GENERAL MEETING

We are pleased to attach formal notice of the Annual General Meeting of **the Owners, BC3655, VIA"** to be held:

Date:	**March 15, 2023**
Time:	**Registration at 6:30pm**
	Meeting at 7:00pm
Place:	**Island Room, Queensborough Community Center**
	920 Ewen Street, New Westminster

We respectfully request your early attendance in order that the meeting to commence on time.

PURPOSE: The purpose of the meeting is to vote on any Resolutions presented.

QUORUM: As per section 48 of the *Strata Property Act*, in order to conduct business at an Annual or Special General Meeting a quorum must be present. Eligible voters holding 1/3 of the Strata Corporation's votes, present in person or by proxy constitutes a quorum. Notwithstanding section 48(3) of the Act, if at the appointed time for an Annual General or Special General Meeting of Owners, a quorum is not present, the meeting shall stand adjourned for a period of fifteen (15) minutes, whereupon the meeting so adjourned shall be reconvened at the same place and the persons present in person or by proxy who are eligible to vote shall constitute a quorum for the conduct of business of Strata Plan BCS 3566, Via.

VOTING: To pass a resolution by ¾ vote, 75% of those present, and eligible to vote, must vote in favour. To pass a resolution by majority vote, 50% plus one of those present, and eligible to vote, must vote in favour.

PROXY: An instrument appointing a proxy shall be in writing under the hand of the owner or his attorney and may be either general or for a particular meeting. A proxy need not be an owner. For your convenience you may use the attached proxy form. A spouse not registered on title requires a proxy.

PLEASE READ THIS PACKAGE IN ITS ENTIRETY AND BRING IT TO THE MEETING.

Quay Pacific Property Management Ltd.
On behalf of The Owners, Strata Plan BCS3655
Naomi Johnson, Strata Manager

ANNUAL GENERAL MEETING AGENDA
THE OWNERS OF BCS3655 – VIA

1. **CALL TO ORDER**

2. **CERTIFICATION OF PROXIES/DETERMINE QUORUM**

3. **ELECTING CHAIR/ FACILITATOR OF THE MEETING** (**if required**)

4. **PROOF OF NOTICE/WAIVER OF NOTICE** – **SENT ON FEBRUARY 22, 2023**

5. **ADOPTION OF AGENDA**

6. **APPROVAL OF PREVIOUS AGM MINTUES HELD MAY 16th, 2022**(Copies are available for download on the Owners' website and will not be read at the meeting)

7. **UNFINISHED BUSINESS**

8. **COUNCIL/COMMITTEE REPORTS**

9. **REPORT ON INSURANCE – BFL CANADA** (Summary of Coverages is included in package)

   ***As there have been substantial changes in Strata Corporations insurance coverage, all Owners are strongly encouraged to review the new summary with their homeowner's insurance broker to ensure you have adequate coverage in the event of a loss. A write up on this will be detailed in the minutes from the AGM.*

10. **PRESENTATION AND ADOPTION OF 2023-2024 OPERATING BUDGET**.

11. **NEW BUSINESS SPECIAL RESOLUTIONS**

    a) **SPECIAL RESOLUTION #1** – ¾ Vote – Funding Heat Trace Installation from the Contingency Reserve Fund
    b) **SPECIAL RESOLUTION #2 –** ¾ Vote **-** Elimination of 2022/2023 Operating Deficit

12. **ELECTION OF STRATA COUNCIL**

13. **TERMINATION OF MEETING**

Residential Strata Program
Summary of Coverages - The Owners Of Strata Plan BCS3566

Insured The Owners Of Strata Plan BCS3566, VIA
c/o Quay Pacific Property Management Ltd.

Property Policy Number: CMW M0853

Policy Period **From:** January 31, 2023 **To:** January 31, 2024 **Effective** January 31, 2023

Location(s) 288 Hampton Street, New Westminster, BC V3M 5L9
1020, 1024, 1028 & 1030 Ewen Avenue, New Westminster, BC V3M 5E1

Description Of Coverages	Limits Of Liability	Deductibles
Property of Every Description –Per Occurrence, Form CMWM-DECEMBER-2021, Appraisal: Jan 31, 2023, Year of Cycle: 2	$15,587,000.	$10,000.
Business Interruption	Not Covered	
All Risks (All Losses Deductible)		$10,000
Earthquake – Annual Aggregate	$15,587,000.	15%, Minimum $250,000
Flood – Annual Aggregate	$15,587,000.	$100,000.
Water Damage		$25,000.
Sewer Backup		$25,000.
Exterior Glass Breakage - Frame Construction		$250.
Exterior Glass Breakage - All Other Construction		$1,000.
Commercial Glass Breakage		$1,000.
Canopy Glass Breakage		$1,000.
Master Key Coverage		$2,500.
Lock and Key Coverage		$2,500.
Illegal Drug Activity		$50,000.
All Losses arising from Vacant Units		$25,000.
Equipment Breakdown - By-laws Included	$15,587,000.	$1,000.
Business Interruption - Loss of Profits (Gross Rentals)	Not Covered	
Included Debris Removal; $500,000 Water Damage; $500,000 Ammonia Contamination; $500,000 Hazardous Substances; $500,000 Professional Fees; $100,000 Contingent Business Interruption; $100,000 Brands And Labels; $100,000 Fungus Clean Up Or Removal Coverage; $100,000 Service Interruption; $250,000 Extra Expense; $1,000,000 Expediting Expense	Included	
General Liability – Bodily Injury, Personal Injury and Property Damage Liability – Each Accident or Occurrence	$10,000,000.	*$1,000.
Products and Completed Operations – Aggregate Limit	$10,000,000.	
Non-Owned Automobile	$10,000,000.	
Advertising Injury Liability	$10,000,000.	
Medical Payments – Each Person	$50,000.	
Tenants' Legal Liability – Any One Premises	$500,000.	$1,000.
Voluntary Compensation Extension – Strata Volunteers Coverage	$50,000.	
(Weekly Indemnity of 2/3 of Employee's Weekly Wage, but not exceeding $500/week & set at $500/week for Volunteer Workers)		
Strata Corporation Directors & Officers Liability – Annual Aggregate – Claims Made; Defense Costs Outside limit of liability - No limitation	$5,000,000.	Nil
Professional Liability Extension for Property Manager per Wrongful Act – Annual Aggregate – Claims Made	Included	Nil
Discrimination Defense Costs	Included	
Employment Practices Liability	Included	
Broad Form Money & Securities - Loss Inside & Outside Premises, Depositors Forgery, Fraud, Theft, Robbery or Burglary	$25,000.	Nil
Employee Dishonesty, Coverage – Form A	$50,000.	Nil
Pollution Liability – Each Pollution Event, Including Bodily Injury or Property Damage and Clean-up Costs	$1,000,000.	$10,000.
Aggregate (Master) Policy Limit	$5,000,000.	
Terrorism and Sabotage Coverage	$500,000.	$2,500
Volunteer Accident Coverage	$100,000.	7 Day Waiting Period
Principal Sum - $100,000 Weekly Accident Indemnity - $500 (maximum 52 weeks)		
Accident Expenses - various up to $15,000. (please see wording) Dental Expenses $5,000.		
Intellect Privacy & Data Breach		Nil.
Liability	$50,000.	
Expense	$10,000.	
Earthquake Deductible Buy–Down Coverage – Annual Aggregate	Not Covered	

Platinum Legal Services Retainer Contract

Per Claim – $1,500,000 Term Aggregate

Note: The Legal Services Retainer Contract with Clark Wilson LLP is not a contract of insurance but is a Retainer agreement between the Strata Corporation and Clark Wilson LLP for Legal Services as described in the Contract.

Premium is fully earned.

Aggregate Fees Cap per Legal Proceeding

$1,000,000.

Conditions – Property

- All Risks of direct physical loss or damage to property described at Location(s) of Risk shown above.
- Basis of Loss Settlement – Replacement Cost including by-laws
- Co-insurance Basis – Stated Amount.
- Extended Replacement Cost – Not Covered
- Any Property additions, renovations or installation work will be subject to a limit of 15% of the insured value, with a maximum of $1,000,000.

Conditions – General Liability

- Property Manager is an Additional Named Insured for their management of the Strata Plan.
- *$1,000. Bodily Injury Deductible shall be waived on the first bodily injury loss/claim if there is no prior bodily injury loss within 5 years from the effective date of the coverage term

Notable Exclusions & Endorsements

- Property Cyber and Data Endorsement / Property & Equipment Breakdown Communicable Disease Exclusion / Virus, Bacteria or Microorganism Exclusion / Declaration of Emergency Endorsement

E&OE **This document does not form part of the policy. For more specific details, please refer to the actual policy wordings.**

700-2025 Willingdon Avenue, Burnaby, V5C0J3 **T** (604) 294-3301 **F** (604) 294-3003 **TF** 1 800 263 3313 capricmw.ca

Residential Strata Program

Summary of Coverages

Insured: The Owners Of Strata Plan BCS3566 - Residential Section
c/o Quay Pacific Property Management Ltd.

Policy Period: From: January 31, 2023 To: January 31, 2024
Location(s): 288 Hampton Street, New Westminster, BC V3M 5L9
1020, 1024, 1028 & 1030 Ewen Avenue, New Westminster, BC V3M 5E1

Description of Coverages	Limits of Liability	Deductibles
Strata Corporation Directors & Officers Liability – Annual Aggregate – Claims Made; Defense Costs Outside limit of liability - No limitation	$5,000,000.	Nil
Professional Liability Extension for Property Manager per Wrongful Act – Annual Aggregate – Claims Made	Included	Nil
Discrimination Defense Costs	Included	
Employment Practices Liability	Included	
Broad Form Money & Securities - Loss Inside & Outside Premises, Depositors Forgery, Fraud, Theft, Robbery or Burglary	Not Covered	
Employee Dishonesty, Coverage – Form A	Not Covered	

Commercial General Liability

The Owners Of Strata Plan BCS3566 - Residential Section is named as a Named Insured with respect to certificate no. CMW W0401. Please refer to certificate no. CMW W0401 for details of the coverages under the policy.

Quay Pacific Property Management Ltd. is named as an Additional Named insured with respect to their management of The Owners Of Strata Plan BCS3566 - Residential Section under certificate no. CMW W0401.

Additional Insured – Strata Corporation Directors & Officers Liability / Contingent Coverage Extension Endorsement

Property managers for their property management of this strata.

Legal Expense Insurance Coverage

Technology Insurance Company

Legal Defence - Per Claim - $200,000.
Annual Aggregate - $1,000,000.

E&OE/ January 25, 2023/ LIGO01 / LAUAN1

BCS 3566 - Via Strata Corporation
Proposed Operating Budget
For the Year Ending
January 31, 2024

GL	REVENUE	Approved Budget 2023-01-31	Actual 2022-12-31	Estimated Interim (1 mo)	Estimated 2023-01-31	Proposed Budget 2024-01-31
4100	Strata Fees	$ 143,888.03	$ 131,897.54	$ 11,990.49	$ 143,888.03	$ 150,109.00
4310	Bank account interest	-	350.86	-	350.86	-
4540	Keys recoveries	-	-	-	-	-
4900	Surplus carryover	-	-	-	-	-
	TOTAL REVENUE	**$ 143,888.03**	**$ 132,248.40**	**$ 11,990.49**	**$ 144,238.89**	**$ 150,109.00**
	MAINTENANCE EXPENSES					
5110	HVAC/Mechanical/Generator	3,000.00	2,127.04	1,000.00	3,127.04	3,000.00
5140	Landscaping	4,000.00	4,506.60	315.00	4,821.60	4,000.00
5160	Pest Control	600.00	550.32	50.64	600.96	600.00
5180	Snow Removal	2,000.00	119.76	2,000.00	2,119.76	2,000.00
	REPAIRS AND REPLACEMENTS				-	
6230	Repairs & Maintenance	7,500.00	9,434.17	3,000.00	12,434.17	10,000.00
	SAFETY AND SECURITY				-	
6550	Fire panel Monitoring	1,500.00	1,449.00	330.00	1,779.00	1,500.00
6570	Fire Safety Inspections	3,500.00	1,075.20	3,500.00	4,575.20	3,500.00
	UTILITIES				-	
7650	Water and Sewer	40,000.00	38,039.20	3,458.11	41,497.31	42,000.00
9180	**PROFESSIONAL FEES**				-	
9110	Accounting and Audit	288.00	-	288.00	288.00	288.00
9150	Legal	500.00	203.26	-	203.26	500.00
9170	Management Fees	17,645.03	16,174.62	1,470.42	17,645.04	18,500.00
9175	Management Fees - Non-Scheduled	400.00	-	-	-	400.00
9190	Tax Returns	788.00	-	788.00	788.00	788.00
	ADMINISTRATIVE EXPENSES				-	
9260	Insurance	50,277.00	46,087.25	4,189.75	50,277.00	52,333.00
9290	Insurance Appraisal	840.00	-	-	-	-
9350	Office Expenses	1,050.00	446.02	55.75	501.77	700.00
	TOTAL OPERATING EXPENSES	**$ 133,888.03**	**$ 120,212.44**	**$ 19,445.67**	**$ 137,531.07**	**$ 140,109.00**
	RESERVE FUNDS					
9920	Funding to Contingency Reserve	10,000.00	9,166.63	833.37	10,000.00	10,000.00
	TOTAL EXPENSES	**$ 143,888.03**	**$ 129,379.07**	**$ 20,279.04**	**$ 147,531.07**	**$ 150,109.00**
	Projected Year end surplus / (Deficit)	**$ -**	**$ 2,869.33**	**$ (8,288.55)**	**$ (3,292.18)**	**$ -**

Statement of Retained Earnings

Retained Earnings, end of prior year	February 1, 2022		1,127.94
Prior Year Expenses/Adjustments			(90.00)
Current year surplus / deficit	January 31 2020	(Estimated)	2,869.33
Retained Earnings, end of current year	January 31 2020	(Estimated)	3,907.27
New year surplus / deficit	January 31, 2024	(Estimated)	-
Surplus used for budget			-
Retained Earnings, end of new year	January 31, 2024	(Estimated)	3,907.27

Projection for the New Year:

Opening Operating Cash	February 1, 2023	(Estimated)	$ 247.28
Closing Operating Cash	January 31, 2024	(Estimated)	$ 3,100.14
Opening CRF Cash	February 1, 2023	(Estimated)	$ 70,457.51
Closing CRF Cash	January 31, 2024	(Estimated)	$ 88,037.28

BCS 3566R - Via Residential
Proposed Strata Fee Schedule
For the Year Ending January 31, 2024

Please be advised that below fees commence on the first day of the fiscal year as noted below. On the adjustment date, the fee payable includes any retroactive differences. Pre-authorized payments will be adjusted automatically (including any one time adjustment). Owners who pay by cheques are requested to send in post dated cheques for the fee adjustment and regular fees.

FEE COMMENCEMENT DATE: February 1, 2023
FEE ADJUSTMENT DATE:

- Operating Expenses	$ 50,471.00
- CRF	18,200.00
- Total Strata Fees	**$ 68,671.00**

Suite #	U/E	SL	Operating	CRF	New Monthly Fees	Annual Fees	Previous Fees	One-time Catch-up	One time payment
201	1.84	5	77.37	27.90	**105.27**	1,263.29	**105.27**	-	**105.27**
202	2.11	4	88.73	32.00	**120.72**	1,448.67	**120.72**	-	**120.72**
203	2.86	3	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
204	2.86	2	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
205	3.00	1	126.15	45.49	**171.64**	2,059.72	**171.64**	-	**171.64**
206	3.08	12	129.52	46.70	**176.22**	2,114.64	**176.22**	-	**176.22**
207	2.89	11	121.53	43.82	**165.35**	1,984.20	**165.35**	-	**165.35**
208	2.86	10	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
209	2.86	9	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
210	2.86	8	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
211	3.02	7	126.99	45.79	**172.79**	2,073.45	**172.79**	-	**172.79**
212	3.10	6	130.36	47.01	**177.36**	2,128.38	**177.36**	-	**177.36**
301	1.84	17	77.37	27.90	**105.27**	1,263.29	**105.27**	-	**105.27**
302	2.11	16	88.73	32.00	**120.72**	1,448.67	**120.72**	-	**120.72**
303	2.86	15	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
304	2.86	14	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
305	3.00	13	126.15	45.49	**171.64**	2,059.72	**171.64**	-	**171.64**
306	3.08	24	129.52	46.70	**176.22**	2,114.64	**176.22**	-	**176.22**
307	2.89	23	121.53	43.82	**165.35**	1,984.20	**165.35**	-	**165.35**
308	2.86	22	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
309	2.86	21	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
310	2.86	20	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
311	3.02	19	126.99	45.79	**172.79**	2,073.45	**172.79**	-	**172.79**
312	3.10	18	130.36	47.01	**177.36**	2,128.38	**177.36**	-	**177.36**
401	1.84	29	77.37	27.90	**105.27**	1,263.29	**105.27**	-	**105.27**
402	2.11	28	88.73	32.00	**120.72**	1,448.67	**120.72**	-	**120.72**
403	2.86	27	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
404	2.86	26	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
405	3.00	25	126.15	45.49	**171.64**	2,059.72	**171.64**	-	**171.64**
406	3.08	36	129.52	46.70	**176.22**	2,114.64	**176.22**	-	**176.22**
407	2.89	35	121.53	43.82	**165.35**	1,984.20	**165.35**	-	**165.35**
408	2.86	34	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
409	2.86	33	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
410	2.86	32	120.27	43.37	**163.63**	1,963.60	**163.63**	-	**163.63**
411	3.02	31	126.99	45.79	**172.79**	2,073.45	**172.79**	-	**172.79**
412	3.10	30	130.36	47.01	**177.36**	2,128.38	**177.36**	-	**177.36**
Total	**100**		**4,205.92**	**1,516.67**	**5,722.58**	**68,671.00**	**5,722.58**	**-**	**5,722.58**

BCS 3566 - Via Strata Corporation
Earthquake Deductible Amounts for each unit
2021

Insured Amount	**$13,041,000**
15%	**$1,956,150**

Suite #	U/E	SL	Unit Deductible
201	1.63	5	$ 31,885.25
202	1.87	4	$ 36,580.01
203	2.54	3	$ 49,686.21
204	2.54	2	$ 49,686.21
205	2.66	1	$ 52,033.59
206	2.74	12	$ 53,598.51
207	2.57	11	$ 50,273.06
208	2.54	10	$ 49,686.21
209	2.54	9	$ 49,686.21
210	2.54	8	$ 49,686.21
211	2.69	7	$ 52,620.44
212	2.76	6	$ 53,989.74
301	1.63	17	$ 31,885.25
302	1.87	16	$ 36,580.01
303	2.54	15	$ 49,686.21
304	2.54	14	$ 49,686.21
305	2.66	13	$ 52,033.59
306	2.74	24	$ 53,598.51
307	2.57	23	$ 50,273.06
308	2.54	22	$ 49,686.21
309	2.54	21	$ 49,686.21
310	2.54	20	$ 49,686.21
311	2.69	19	$ 52,620.44
312	2.76	18	$ 53,989.74
401	1.63	29	$ 31,885.25
402	1.87	28	$ 36,580.01
403	2.54	27	$ 49,686.21
404	2.54	26	$ 49,686.21
405	2.66	25	$ 52,033.59
406	2.74	36	$ 53,598.51
407	2.57	35	$ 50,273.06
408	2.54	34	$ 49,686.21
409	2.54	33	$ 49,686.21
410	2.54	32	$ 49,686.21
411	2.69	31	$ 52,620.44
412	2.76	30	$ 53,989.74
Comm	11.09	37	$ 216,937.04

Quay Pacific Property Management

535 Front Street, New Westminister, BC V3L 1A4
Phone: (604)521-0876 Fax:

Date: Feb 01, 2023

Balance Sheet

Via BCS3566 Site: Via BCS3566 - Corporate

As of : Dec 31, 2022

Description	Net
ASSETS	
Current Assets	
Bank - TD Operating	$8,535.83
Total Current Assets:	**$8,535.83**
Other Current Assets	
Prepaid Expenses	$101.30
Prepaid Insurance	$4,189.75
Total Other Current Assets:	**$4,291.05**
Special Levies and Other Reserves	
Bank - SL Building Envelope	$14,537.38
Total Special Levies and Other Reserves:	**$14,537.38**
Contingency Reserve Fund	
Bank - TD Contingency Reserve	$69,624.14
Loan due to CRF	$7,579.77
Total Contingency Reserve Fund:	**$77,203.91**
TOTAL ASSETS :	**$104,568.17**
LIABILITIES	
Current Liabilities	
Accounts Payable - Interfund	$7,579.77
Accrued Liabilities	$1,438.19
Total Current Liabilities:	**$9,017.96**
TOTAL LIABILITIES:	**$9,017.96**
RESERVE EQUITY	
Contingency Reserves Unrestricted	
CRF Balance Forward	$67,275.95
CRF - Current Contributions	$9,166.63
CRF - Current Interest Earned	$761.33
Total Contingency Reserves Unrestricted:	**$77,203.91**
Special Levy and Other Reserves	
Special Levy - Building Envelope	$14,537.38
Total Special Levy and Other Reserves:	**$14,537.38**
TOTAL RESERVE EQUITY:	**$91,741.29**
OWNER'S EQUITY	
Operating Fund	
Prior Year Surplus/Deficit	$1,127.94
Prior Year Adjustments	$(90.00)
Current Year Surplus/Deficit	$2,869.33
Total Operating Fund:	**$3,907.27**
TOTAL OWNER'S EQUITY:	**$3,907.27**
	$104,666.52

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Quay Pacific Property Management

535 Front Street, New Westminister, BC V3L 1A4
Phone: (604)521-0876 Fax:

Date: Feb 01, 2023

Statement of Income

Via BCS3566 Site: Via BCS3566 - Corporate

From Feb 01, 2022 to Dec 31, 2022

Account #	Description	December			Year - to- Date			Annual Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
REVENUE								
Revenue								
4100-BCS3566-J1	Strata Fees	$11,990.75	$11,990.67	$0.08	$131,897.54	$131,897.37	$0.17	$143,888.03
4310-BCS3566-J1	Bank account interest	$57.80		$57.80	$350.86		$350.86	
Total Revenue:		**$12,048.55**	**$11,990.67**	**$57.88**	**$132,248.40**	**$131,897.37**	**$351.03**	**$143,888.03**
TOTAL REVENUE:		**$12,048.55**	**$11,990.67**	**$57.88**	**$132,248.40**	**$131,897.37**	**$351.03**	**$143,888.03**
OPERATING EXPENSES								
Contract Maintenance								
5110-BCS3566-J1	HVAC/Mechanical/Generator	$1,079.69	$250.00	$829.69	$2,127.04	$2,750.00	($622.96)	$3,000.00
5140-BCS3566-J1	Landscaping	$1,356.60	$333.33	$1,023.27	$4,506.60	$3,666.63	$839.97	$4,000.00
5160-BCS3566-J1	Pest Control	$50.64	$50.00	$0.64	$550.32	$550.00	$0.32	$600.00
5180-BCS3566-J1	Snow Removal	$119.76	$166.67	($46.91)	$119.76	$1,833.37	($1,713.61)	$2,000.00
Total Contract Maintenance:		**$2,606.69**	**$800.00**	**$1,806.69**	**$7,303.72**	**$8,800.00**	**($1,496.28)**	**$9,600.00**
Repairs & Replacements								
6230-BCS3566-J1	Repairs & Maintenance	$4,146.52	$625.00	$3,521.52	$9,434.17	$6,875.00	$2,559.17	$7,500.00
Total Repairs & Replacements:		**$4,146.52**	**$625.00**	**$3,521.52**	**$9,434.17**	**$6,875.00**	**$2,559.17**	**$7,500.00**
Safety & Security								
6550-BCS3566-J1	Fire panel Monitoring	$330.75	$125.00	$205.75	$1,449.00	$1,375.00	$74.00	$1,500.00
6570-BCS3566-J1	Fire Safety Inspections	$0.00	$291.67	($291.67)	$1,075.20	$3,208.37	($2,133.17)	$3,500.00
Total Safety & Security:		**$330.75**	**$416.67**	**($85.92)**	**$2,524.20**	**$4,583.37**	**($2,059.17)**	**$5,000.00**
Utilities								
7650-BCS3566-J1	Water and Sewer	$2,939.60	$3,333.33	($393.73)	$38,039.20	$36,666.63	$1,372.57	$40,000.00
Total Utilities:		**$2,939.60**	**$3,333.33**	**($393.73)**	**$38,039.20**	**$36,666.63**	**$1,372.57**	**$40,000.00**
Professional Fees								
9110-BCS3566-J1	Accounting and Audit	$0.00	$24.00	($24.00)	$0.00	$264.00	($264.00)	$288.00
9150-BCS3566-J1	Legal	$0.00	$41.67	($41.67)	$203.26	$458.37	($255.11)	$500.00

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535 Front Street, New Westminister, BC V3L 1A4
Phone: (604)521-0876 Fax:

Date: Feb 01, 2023

Statement of Income

Via BCS3566 Site: Via BCS3566 - Corporate

From Feb 01, 2022 to Dec 31, 2022

Account #	Description	December			Year - to- Date			Annual
		Actual	Budget	Variance	Actual	Budget	Variance	Budget
9170-BCS3566-J1	Management Fees	$1,470.42	$1,470.42	$0.00	$16,174.62	$16,174.62	$0.00	$17,645.03
9175-BCS3566-J1	Management Fees -Non Scheduled	$0.00	$33.33	($33.33)	$0.00	$366.63	($366.63)	$400.00
9190-BCS3566-J1	Tax Returns	$0.00	$65.67	($65.67)	$0.00	$722.37	($722.37)	$788.00
Total Professional Fees:		**$1,470.42**	**$1,635.09**	**($164.67)**	**$16,377.88**	**$17,985.99**	**($1,608.11)**	**$19,621.03**
Administrative Expense								
9260-BCS3566-J1	Insurance	$4,189.75	$4,189.75	$0.00	$46,087.25	$46,087.25	$0.00	$50,277.00
9290-BCS3566-J1	Insurance Appraisal	$0.00	$70.00	($70.00)	$0.00	$770.00	($770.00)	$840.00
9350-BCS3566-J1	Office expenses	$0.00	$87.50	($87.50)	$446.02	$962.50	($516.48)	$1,050.00
Total Administrative Expense:		**$4,189.75**	**$4,347.25**	**($157.50)**	**$46,533.27**	**$47,819.75**	**($1,286.48)**	**$52,167.00**
Reserve Funds								
9920-BCS3566-J1	Funding to Contingency Reserve	$833.33	$833.33	$0.00	$9,166.63	$9,166.63	$0.00	$10,000.00
Total Reserve Funds:		**$833.33**	**$833.33**	**$0.00**	**$9,166.63**	**$9,166.63**	**$0.00**	**$10,000.00**
TOTAL OPERATING EXPENSES:		**$16,517.06**	**$11,990.67**	**$4,526.39**	**$129,379.07**	**$131,897.37**	**($2,518.30)**	**$143,888.03**
Net Income:		**($4,468.51)**	**$0.00**	**($4,468.51)**	**$2,869.33**	**$0.00**	**$2,869.33**	**$0.00**

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SPECIAL RESOLUTION #1 – ¾ VOTE – FUNDING HEAT TRACE INSTALLATION FROM THE CONTINGENCY RESERVE FUND (CRF)

PREAMBLE

The Strata Corporation recommends installing 100 feet of heat trace around the existing p-traps and drain lines connected to the p-traps, located in the parkade. This is to prevent the pipes freezing in the cold weather.

THEREFORE, BE IT RESOLVED by a ¾ Vote of The Owners, Strata Plan BCS3566, Via Corporation at the Annual General Meeting held on March 15, 2023 to approve an expenditure up to $11,000 from the Strata Corporation's Contingency Reserve Fund (CRF) to fund the heat trace installation at the p traps and drain lines connected to the p traps, located in the parkade.

END OF RESOLUTION

SPECIAL RESOLUTION #2 – ¾ VOTE – ELIMINATION OF 2022/2023 OPERATING DEFICIT

WHEREAS Section 105 of the *Strata Property Act* states:

Budget surpluses and deficits

105(2) If operating expenses exceed the total contribution to the operating fund, the deficit must be eliminated during the next fiscal year.

BE IT RESOLVED by a ¾ Vote of the Owners of Strata Plan BCS 3655, present in person or represented by proxy, that the 2022/2023 operating deficit be eliminated with funds from the Contingency Reserve Fund.

END OF RESOLUTION

Strata Property Act

Form A

PROXY APPOINTMENT

(OPTIONAL FORM)

(Section 56)

Re: Strata Lot _____ of Strata Plan BCS 3566

[Check only one box]

1 ❑ General proxy

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

2 ❑ Proxy for a specific meeting

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

3 ❑ Proxy for a specific resolution

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

Limitations on Proxy, if any

_____

_____

_____

_____

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

_____ _____

Date: _____ *month day, year]*.