



HOMELIFE  
ADVANTAGE  
REALTY LIMITED

April 26, 2022

### FEE NOTICE

**TO: OWNERS – ARCAIDA ARMS – LMS 635**  
**FROM: HOMELIFE ADVANTAGE REALTY LTD.**  
**RE: PAYMENT OF MONTHLY STRATA FEES**

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At the Annual General Meeting of the Owners of Arcadia Arms – LMS 635, the owners approved an operating budget which raised the monthly strata fees. In keeping with the budget, it is the responsibility of all owners to pay their portion of monthly fees on the first day of each month to meet the obligations of this budget, which commenced **February 1, 2022**.

**For payment of Strata Fees**, our preferred method of receiving payment is with the pre-authorized debit of funds directly from your bank account. If you would like to begin payment using this method, please complete the PAD Form found on PowerStrata and return it to our office, together with a VOID cheque. **no later than May 20, 2022**. Your pre-authorized payments will then commence **June 1st**.

Should you choose not to use the pre-authorized debit plan to pay your strata fees, we ask that you please ensure we have twelve (12) post-dated cheques on hand to cover your strata fees from February 1 2022 to January 1 2023 or pay the entire year in advance.

Cheques should be made payable to: **Strata Plan LMS 635 - (Unit # \_ \_ )** and forward it to: **8387 Young Road, Chilliwack, BC V2P 4N8** as soon as possible.

**Owners on pre-authorized debit are advised that the retro fees (the difference between last year and this year's approved maintenance fee) for, February 1st 2022, through May 1<sup>st</sup>, 2022, will be withdrawn June 1<sup>st</sup> 2022**

**In addition to the new monthly strata fee. Owners are reminded that Strata Fees are due and payable on the first day of each and every month.**

If you need more information regarding your account, please contact HomeLife by phone at 604-858-7368

All other inquiries should either be directed to the Strata Council in writing, or you may contact me by phone at 604-858-7368 or by email at [jsandison@advantagepm.ca](mailto:jsandison@advantagepm.ca).

Sincerely,

Jeff Sandison  
Strata Property Manager  
**HOMELIFE ADVANTAGE REALTY LTD.**  
Agent for the Owners, Strata Plan LMS 635



HomeLife Advantage Realty Ltd.  
Property Management Division

STRATA # \_\_\_\_\_

UNIT # \_\_\_\_\_

### PRE-AUTHORIZED WITHDRAWAL TRANSFER AGREEMENT

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**I hereby authorize Electronic Transfer of funds as follows:**

Amount of Transfer: \$ \_\_\_\_\_

Paid Parking: Yes ☐ \$ \_\_\_\_\_ No ☐

Start Date: \_\_\_\_\_

Frequency: 1<sup>st</sup> of each Month

Attach a **voided cheque** or a statement from your bank providing all of your bank account information, including the bank/institution number, transit number and bank account number.

***This hereby acknowledges and grants authorization for HomeLife Advantage Realty Ltd., Property Management Division, to set up pre-authorized payments for my strata fees, and any further fee increments to said fees, but excluding special levies, to come out of my bank account and be applied to my strata account according to the strata corporation bylaws and rules. I may cancel this authorization upon notice to their office at least ten (10) days in advance of payment date.***

**\*THE TERMS OF THIS AGREEMENT ARE UNALTERABLE. IF YOU DO NOT AGREE TO THE TERMS HEREIN, PAYMENT OF MONTHLY FEES MUST BE MADE BY CHEQUE OR EXACT CASH.\***

Name: \_\_\_\_\_  
Please Print

Date: \_\_\_\_\_

X \_\_\_\_\_  
Account Holder Signature(s)

X \_\_\_\_\_  
Account Holder Signature(s)

#### **CONTACT INFORMATION:**

Phone number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Residing address: \_\_\_\_\_

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**ATTACH VOIDED CHEQUE HERE**

(If not already on file with our office)



HOMELIFE  
ADVANTAGE  
REALTY LIMITED

April 26, 2022,

**LEVY FEE NOTICE**

**TO: OWNERS – ARCADIA ARMS – LMS 635**  
**FROM: HOMELIFE ADVANTAGE REALTY LTD.**  
**RE: PAYMENT OF THE SPECIAL LEVY FOR ROOF**

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At the Annual General Meeting of the Owners of Arcadia Arms – LMS 635, the owners approved the Special Roof Levy for \$85,000; which is reflect a levy fee schedule based on unit entitlement (See Attached Levy Fee Schedule for your payment portion).

**For the Levy Payment**, our preferred method of receiving payment for the Levy is **pre-authorized debit** of funds directly from your bank account.  
Or you can drop off a cheque, bank draft or money order to Homelife.

**If you choose pre-authorized debit, please fill out the attached form with a VOID cheque, as the funds for the Levy is deposited in to a separate account from your strata fees.**

Submit your pre-authorized debit form to Homelife **no later than May 15<sup>th</sup>, 2022**.  
Your pre-authorized levy payment will then be **withdrawn June 1<sup>st</sup> 2022**.

If you prefer to pay by check, bank draft or money order...

Please make your cheque or bank draft payable to:  
**Strata Plan LMS 588 – (Unit # \_ \_ )** and forward it to:  
**8387 Young Rd, Chilliwack, BC V2R 5S1** as soon as possible.

**Due date for Levy Payment is JUNE 1<sup>ST</sup>, 2022,**  
**If your able to pay earlier, that would be greatly appreciated.**

If you have any questions regarding your account, please do not hesitate to contact our office at 604-858-7368.

Sincerely,

Jeff Sandison  
Strata Property Manager  
**HOMELIFE ADVANTAGE REALTY LTD.**  
**PROPERTY MANAGEMENT DIVISION**

Agent for the Owners LMS 635



Homelife Advantage Realty Ltd.  
Property Management Division

STRATA# \_\_\_\_\_

UNIT # \_\_\_\_\_

**SPECIAL LEVY PRE-AUTHORIZED WITHDRAWAL TRANSFER AGREEMENT**

**I hereby authorize Electronic Transfer of funds as follows:**

One Time Payment: Yes ☐ \$ \_\_\_\_\_ Date: 1<sup>st</sup> Day of \_\_\_\_\_

**OR**

Installment Payments: Yes ☐ \$ \_\_\_\_\_ Dates: 1<sup>st</sup> Day of \_\_\_\_\_

Attach a **voided cheque** or a statement from your bank providing all of your bank account information, including the bank/institution number, transit number and bank account number.

***This hereby acknowledges and grants authorization for HomeLife Advantage Realty Ltd., Property Management Division, to set up pre-authorized payments for my special levy, to come out of my bank account and be applied to my special levy per AGM/SGM dated \_\_\_\_\_ Resolution(s) \_\_\_\_\_. I may cancel this authorization upon notice to their office at least ten (10) days in advance of payment date.***

**\*THE TERMS OF THIS AGREEMENT ARE UNALTERABLE. IF YOU DO NOT AGREE TO THE TERMS HEREIN, PAYMENT OF MONTHLY FEES MUST BE MADE BY CHEQUE OR EXACT CASH.\***

Name: \_\_\_\_\_  
Please Print

Date: \_\_\_\_\_

**X** \_\_\_\_\_  
Account Holder Signature(s)

**X** \_\_\_\_\_  
Account Holder Signature(s)

**CONTACT INFORMATION:**

Phone number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Residing address: \_\_\_\_\_

**ATTACH VOIDED CHEQUE HERE**  
(If not already on file with our office)

**ANNUAL GENERAL MEETING MINUTES****Monday, March 29<sup>th</sup>, 2022****ARCADIA ARMS – LMS 635****STRATA COUNCIL**  
**2022-2023**

*John McCarrick  
Dan Barnetson  
Stephanie Lambert  
Shannon Chutskoff  
Bill Felardeau*

**STRATA MANAGER**  
*Jeff Sandison*  
(604) 858-7368

**HOMELIFE ADVANTAGE  
REALTY LTD.  
PROPERTY MANAGEMENT  
DIVISION**

**8387 Young Rd,  
Chilliwack, B.C. V2P 4N8**

*Phone: (604) 858-7368  
Fax: (604) 858-7380*

**ATTENDANCE**

8 Owners represented in person  
1 Owners represented by proxy

**Jeff Sandison**, HomeLife Advantage Realty Ltd. Property Management Division

**(1) CALL TO ORDER**

The meeting was called to order at 7:05 p.m. by John McCarrick

**(2) CALLING THE ROLL/CERTIFICATION OF PROXIES**

Prior to the start of this evening's meeting, the roll was called and the Strata Manager, in accordance with the requirements of the Strata Property Act, Section 56, certified all proxies.

**(3) DETERMINATION OF QUORUM**

Also required by the Act, section 48 (2), is that a quorum, which consists of one-third of the Owners in good standing, be present either in person or by proxy, in order for the meeting to proceed. There were 24 Owners eligible of which 9 Owners were represented: 8 in person and 1 via proxy. The quorum requirement for this evening's meeting was 8 and with 9 Owners represented the Quorum was met.

**(4) ELECTION OF CHAIR PERSON**

As per the strata's bylaws the President, John McCarrick chaired the 2022 Annual General Meeting. Jeff Sandison facilitated the meeting.

**(5) PROOF OF NOTICE**

Section 45(1) of the Strata Property Act states the Strata Corporation must give at least 20 days' notice of an Annual General Meeting specifying the place, date, time and nature of the business. Section 61 (3) states a notice given by post is deemed to have been given 4 days after it has been mailed. The notices of this evening's meeting were mailed and emailed to each Owner's last known address on **March 10<sup>th</sup>, 2022** which is in accordance with the time frame set out in the Act. Notices contained the agenda, insurance summary, the year-end balance sheet and profit and loss budget performance, the proposed budget and corresponding fee schedule, special resolutions, and a proxy voting form.

It was **MOVED** and **SECONDED** that proper notice of the meeting was received.

**CARRIED.**

**(6) ADOPTION OF THE AGENDA**

It was **MOVED** and **SECONDED** to adopt the agenda as amended.

**CARRIED**

**(7) ADOPTION OF PREVIOUS AGM MINUTES, May 4<sup>th</sup>, 2021:**

It was **MOVED** and **SECONDED** to adopt the minutes of the May 4<sup>th</sup>, 2021 AGM Meeting.

**CARRIED**

**(8) REPORT ON INSURANCE COVERAGE IN ACCORDANCE WITH SECTION 154 OF THE ACT**

Arcadia Arms is currently insured with BFL Canada Insurance Services Ltd. in the amount of \$3,825,000. The deductibles on the insurance policy are as follows:

All Risks	\$10,000.00	Underground property	\$10,000.00
Sewer back up	\$25,000.00	Water Damage	\$25,000.00
Flood	\$250,000.00	Master key	\$2,500
Glass	\$250.00	Earthquake	10% Deductible with a minimum of \$100,000.00

**Annual Review of the Strata Insurance Coverage**

The Strata Manager explained that in accordance with Section 149 of the *Strata Property Act*, the Strata Corporation is responsible to obtain the property insurance as required under Section 149 (1), and also in accordance with Section 154, there is an obligation imposed on the Strata Corporation to undertake an annual review of the Strata Corporation's insurance. This requires the Council to actively consider the existing strata insurance policy and assess whether the existing coverage is adequate for the Strata Corporation. As part of the annual assessment of the insurance Council must obtain coverage based upon "full replacement cost," and not market value. *Therefore, an independent insurance appraisal should be done annually* to ensure the Strata Corporation has adequate coverage, pursuant to Section 149 (1) on the common property and common assets.

**Owner's Responsibility to Insure Personal Belongings and Improvements**

Owners were also advised that the Strata Corporation's policy insures the buildings inside and out as they were originally constructed to like kind and quality. Owners are therefore responsible to insure the personal items they bring into the strata lot, all personal effects and any betterment or improvements that may have been made to the

strata lot over time. It is also recommended to have insurance coverage for the Strata Corporation's insurance deductible.

The Strata Corporation's insurance only covers the common property (buildings), carpeting etc., as per the original construction. Owners and residents of Strata properties must insure any improvements to these items (e.g. wallpapering, paneling, general up-grading, etc.) completed by the current Owner or the previous Owner as well as all personal effects and furniture, through personal Homeowner's coverage. Therefore, it is recommended that Owners and residents of Strata properties complete an inventory of their personal contents and belongings to ensure adequate insurance coverage. Most insurance agents will provide an inventory guide booklet to assist in the preparation of an inventory. Completion of an inventory is a very worthwhile exercise. It is also further recommended to take photographs or a video of your Strata Lot and to keep safe in another location along with your inventory list.

**Strata Insurance Coverage is "As Built"**

The Strata Manager further explained since the Strata Corporation's insurance policy covers "as built" replacement, Strata Owners that have upgraded their strata lots above what was provided by the builder should have any and all additional "upgrades" covered under their personal "condo insurance package." This would include such items as floor coverings, finishing of unfinished basement areas, etc. The Owners were advised to also include in their personal insurance, water escape and insurance deductible coverage in the event there is a water leak that originates within the strata unit that is an owner responsibility (such as a dishwasher leak).

"Fixtures" that are to be insured by the strata are defined as "items attached to a building, including floor and wall coverings and electrical and plumbing fixtures, but does not include, if they can be removed without damage to the building, refrigerators, stoves, dishwashers, microwaves, washers, dryers or other items." Please note that many strata's are providing the insurance coverage for some or all of these fixtures that are defined as being not included, as allowed for under Section

152(b) of the *Strata Property Act*. This will usually depend on whether or not these fixtures came with the unit originally and a value for them has been included when determining the amount of "property" insurance coverage that the strata obtained through an insurance appraisal.

### **Water Claims and Claim Possibility Notification**

Strata Property Owners were advised they should report any water leakage or seepage promptly to the Strata Manager or the Strata Council, to ensure efforts are made to immediately mitigate further damage and loss and to ensure the Strata Corporation has an opportunity to make a claim with the insurance company. Such leaks/seepages, if not reported, become judged as repeated, ongoing leaks, and therefore may not be covered by the insurer. The Strata Corporation's insurance normally covers incidents of leakage, however not those of a continuing nature.

Please be advised that no matter what the cause of loss or damage, the Strata Corporation is not responsible for providing insurance coverage's on your personal property or any unit improvements and betterments that you as the Owner have made or acquired from the previous Owner(s) of your strata unit.

The cause of damage does not determine whose policy should initially provide coverage. Both the strata and the unit owner need to insure their own property. The *Strata Property Act* (Section 149) dictates what "property" the strata corporation must insure. In short, they are required to insure the common property along with "fixtures" as originally built in a strata lot, if the fixtures are built or have been installed by the owner developer as part of the original construction on the strata lot.

Therefore, if you have damage to your personal belongings or unit improvements, you are advised to immediately report any damage or loss to your own Insurer.

### **The Process for Making an Insurance Claim**

Being "liable" implies some degree of negligence; either by an act or by an omission, in which the person involved, has caused the loss or damage to occur. However, being "responsible" is a much wider net; for example, a Strata Bylaw may render unit Owners responsible for the Strata Corporation's Insurance Deductible, while the same unit Owner may not be strictly liable for the loss or damage.

The Strata Corporation is normally expected to deal with an emergency situation, such as a water leak. Thus in the event of a fire, water leak/damage, sewer back-up or other insured peril damaging the property, the Strata Corporation's Council or the Strata Manager will usually respond by calling a qualified restoration company to address the emergency situation by following up with the necessary emergency work required. This does not determine who is responsible for the damage; responsibility for cost incurred will be determined after the fact.

With any claim, there are basically two options that will occur: the claim/damage will either be over the Strata Corporation's insurance deductible; or the claim/damage will be under the Strata Corporation's insurance deductible amount.

### **Claims and damage over the Strata Corporation's insurance deductible.**

Once the emergency work has been initiated, the next step is to receive the estimate to determine if the loss or damage to the insured property will exceed the applicable deductible amount (emergency cost + final repair cost). The Strata Corporation's deductible is pivotal as it determines if the Strata and its property insurers will or will not be involved, except for common property areas which is always the Strata Corporation's duty to repair and maintain pursuant to Section 72 of the *Strata Property Act*.

### **Claims and damage under the Strata Corporation's insurance deductible.**

When damage resulting from an insured peril is below the Strata Corporation's policy deductible, the Corporation's only duty is to address the loss or damage to common property and common assets (emergency cost + final repair cost = less than the deductible). There is no duty on the Strata Corporation's behalf to effect the repairs to a strata lot, unless there is a bylaw wherein the Strata Corporation which assumes responsibility for the repair and maintenance of the damaged property. The deductible amount will determine if a claim can be filed.

In any claim, the unit Owner is responsible for any loss or damage caused to common or limited common property, or common assets and/or any strata lot when the cause of that loss or damage originates within the Owner's strata lot, regardless of liability. The deductible amount will determine if a claim can be filed.

It was **MOVED** and **SECONDED** that the report on insurance coverage was provided in accordance with Section 154 of the Strata Property Act. **CARRIED.**

**(9) MAJORITY VOTE RESOLUTION – ADOPT 2022-2023 OPERATING BUDGET**

**BE IT RESOLVED BY** a majority vote of The Owners, Arcadia Arms – Strata Plan LMS 635 that the proposed operating budget for the 2022/2023 fiscal year be adopted as presented.

It was **MOVED** and **SECONDED** to approve the budget as presented.

**IN FAVOUR: 9 OPPOSED:0 ABSTAINED: 0**

**CARRIED UNANIMOUSLY**

**(10) ¾ VOTE SPECIAL RESOLUTION 1 – DEPRECIATION REPORT WAIVER**

**BE IT RESOLVED BY** a ¾ vote of The Owners, Arcadia Arms – Strata Plan LMS 635, as per section 94 of the Strata Property Act that the requirement to update the current depreciation report be waived for the 2022-2023 fiscal year.

It was **MOVED** and **SECONDED** to Waive Depreciation Report for the 2022/2023 fiscal year

**IN FAVOUR: 9 OPPOSED: 0 ABSTAINED: 0**

**CARRIED UNANIMOUSLY**

**(11) ¾ VOTE RESOLUTION 2 – BYLAW CHANGE-INSURANCE**

**BE IT RESOLVED BY** a ¾ vote of The Owners, Arcadia Arms – Strata Plan LMS 635, that the following Division, Section(s), and Bylaws be added to the Corporation's Bylaws:

**DIVISION 8 – RESPONSIBILITY OF OWNERS**

**34 Responsibility of Owners**

34.1 If an owner is responsible for any loss or damage to a strata lot, common property, limited common property, or common assets, that owner must indemnify and save harmless the strata corporation from the expense of any maintenance, repair or replacement rendered necessary to the strata lot, common property, limited common property or common assets but only to the extent that such expense is not reimbursed from the proceeds received by operation of any strata insurance policy.

34.2 For clarity and without limiting the meaning of the word “**responsible**”, an owner is deemed to be responsible, under bylaw 34.1, for any of the following:

(a) the owner is responsible for any loss or damage to the common property, limited common property, common assets or to any strata lot, and/ or personal injury or death, as the word “**responsible**” has been interpreted in the courts or a tribunal in connection with section 158(2) of the Act;

(b) any loss or damage to the common property, limited common property, common assets or to any strata lot, and/ or personal injury or death, where the cause of such loss or damage is the result of an act, omission, negligence or carelessness of the owner, and/or owner's tenants, occupants, and visitors (including family members, employees, agents, contractors, guests or invitees); and

(c) any loss or damage caused to the common property, limited common property, common assets or to any strata lot, and/or personal injury or death, where the cause of such loss or damage originated within the owner's strata lot or limited common property designated for the exclusive use of such owner's strata lot, including, but not limited to, anything arising from any of the following:

- (i) dishwasher;
- (ii) refrigerator with ice/water dispensing capabilities;
- (iii) garburator;
- (iv) washing machine;
- (v) toilets, sinks, bathtubs;
- (vi) dedicated plumbing related pipes and fixtures, that solely service a strata lot;
- (vii) fireplaces;
- (viii) exhaust fans and humidifiers/dehumidifiers;
- (ix) anything introduced into the strata lot by a resident or visitor;
- (x) any alterations or additions to the strata lot, the limited common property or the common property made by the owner or by prior owner(s) of the strata lot;
- (xi) any pets residing in or visiting at the owner's strata lot;
- (xii) any person residing in or visiting at the owner's strata lot; and
- (xiii) barbecues or smokers.

34.3 For the purposes of these bylaws, an expense not covered by the strata insurance proceeds received by the strata corporation includes:

- (a) the costs of investigating the cause of any loss or damage, where the owner is responsible;
- (b) the costs of repairing the cause of any loss or damage, where the owner is responsible;
- (c) legal costs, on a full indemnity basis, incurred in relation to defending any claim against the strata corporation, and/or prosecuting any claim made against the owner;
- (d) any insurance deductible paid or payable by the strata corporation; and
- (e) the costs to repair the loss or damage, where no strata insurance policy operates or where the strata council decides not to make a claim on any strata insurance policy because no strata insurance policy would operate or because making a claim is not in the best interests of the strata corporation, as determined by the strata council acting reasonably. Where an insurance claim is not made because it would not be in the best interests of the strata corporation, the owner's liability under this bylaw 34.3(e) is limited to an amount equal to the insurance deductible that would have been paid or payable by the strata corporation had an insurance claim been made and accepted by the insurer.

An expense not covered by the strata insurance proceeds received by the strata corporation will be charged to the owner. For certainty, nothing in this bylaw 48 requires the strata corporation to make a claim on any strata insurance policy in order to charge an amount to the owner in accordance with bylaws 34.1, 34.2, and/or 34.3.

### **35. Resident Responsibility for Children and Visitors**

35.1 A resident is responsible for the conduct of their visitors, including ensuring that noise is kept at a level that, in the sole determination of a majority of the strata council, is not a breach of bylaw 4.

35.2 A resident is responsible for the conduct of children residing in or visiting their strata lot, including ensuring that noise is kept at a level that, in the sole determination of a majority of the strata council, is not a breach of bylaw 3.

35.3 A resident is responsible to assume liability for and properly supervise activities of children residing in or visiting their strata lot, including, but not exhaustively, bicycling, skateboarding and hockey.

It was **MOVED** and **SECONDED** to add Responsibility to Owners bylaw.

**IN FAVOUR: 9      OPPOSED: 0    ABSTAINED: 0**

**CARRIED UNANIMOUSLY**

**(12) ¾ VOTE RESOLUTION 3 – ROOF LEVY**

**BE IT RESOLVED BY** a ¾ vote of The Owners, Arcadia Arms – Strata Plan LMS 635, that an amount not to exceed \$85,000.00 be paid by way of a Special Levy, for the purpose of replacing a roof, and to cover all related costs. If the total project cost, including related expenses, totals less than \$85,000.00, any remaining funds will be deposited into the Contingency Reserve Fund. Any project cost overruns up to \$30,000.00 shall be withdrawn from the Contingency Reserve fund.

The proportionate amount each Unit owes towards this levy is calculated using Unit Entitlement. The Special Levy is due immediately upon passage of this ¾ Vote Resolution; however, for financial convenience only, this Special Levy may be paid by June 1, 2022 without penalty.

It was **MOVED** and **SECONDED** to Approve the Roof Levy of \$85,000, and if any overruns up to \$30,000 may be taken out of the CRF.

**IN FAVOUR: 9            OPPOSED: 0   ABSTAINED: 0**

**CARRIED UNANIMOUSLY**

**¾ VOTE RESOLUTION “E”–BYLAW ADDITION ELECTRONIC MEETINGS**

**BE IT RESOLVED BY** a ¾ vote of the Owners of Strata Plan BCS 2020 Serenity at Garrison, as per section 128 of the Strata Property Act, that the bylaw allows electronic meetings in the future for General Meetings be added to Division 5 – ANNUAL AND SPECIAL GENERAL MEETINGS

**1. Electronic general meetings**

- a. The strata corporation may hold annual or special general meetings by electronic means, (including special general meetings demanded by 20% of the strata corporation’s votes pursuant to Section 43 of the Act), including by telephone conference call, or video conferencing, or any other electronic means, so long as all authorized participants and eligible voters may communicate with each other during the meeting through the same electronic platform or teleconference.
- b. If an annual or special general meeting is held by electronic means, eligible voters are deemed to be present in person or by proxy.
- c. An authorized participant means an agent of the Strata Corporation including a strata manager, legal counsel, insurance agent, chosen representative or any other person authorized by council to attend prior to the meeting.

**2. Participation by other than eligible voters at electronic meeting**

- a. Persons who are not eligible to vote or are not authorized participants cannot participate in the
- It was **MOVED** and **SECONDED** to make these changes to the bylaws.

discussion at a general meeting held by electronic means.

**3. Voting at electronic meeting**

- a. Notwithstanding any other bylaw, a vote may not be conducted by secret ballot at an electronic annual or special general meeting.
- b. The votes on a resolution at an electronic meeting may be cast by eligible voters using any one of the following voting methods:
  - i. show of hands or voting cards if visual electronic communication is available;
  - ii. any other electronic method that identifies votes of eligible voters
- c. Amendments to resolutions and the budget may be voted upon by calling the roll or by any other electronic method so long as the chair can determine the outcome of the vote by all eligible voters during the meeting.
- d. After the voting window is closed at the meeting:

- i. the total number of votes cast by the registered eligible voters on each resolution will be calculated;
- ii. the chair will announce the outcome of the vote for each resolution whether the resolution was approved or defeated; and,
- iii. the outcome of the vote must be recorded in the minutes of the meeting.

It was **MOVED** and **SECONDED** to approve Electronic Meeting for AGM/SGM's bylaw.

**IN FAVOUR: 9      OPPOSED: 0      ABSTAINED: 0**

**CARRIED UNANIMOUSLY**

**(14) ELECTION OF COUNCIL**

The following Owners had been nominated and/or volunteered to serve on the strata council for the upcoming fiscal year:

***John McCarrick      Dan Barnettson***  
***Stephanie Lambert      Shannon Chutskoff      Bill Felardeau***

It was **MOVED** and **SECONDED** that the Nominated Candidates be Elected by Acclimation.

**CARRIED UNANIMOUSLY**

**(15) TERMINATION OF MEETING**

There being no further business, the meeting was adjourned at 8:37 p.m.

**Jeff Sandison, Strata Manager**  
**HomeLife Advantage Realty Ltd.**  
 Property Management Division  
 Agents for Strata Corp. LMS 635

**Please be advised it is important to retain copies of Council and General Meeting Minutes for a period of 2 years.**

**ARCADIA ARMS - LMS 635**  
**APPROVED 2022-2023**  
**FEBRUARY 1, 2022 - JANUARY 31, 2023**

	2021-2022	2021-2022	2022-2023
	Actual	APPROVED Budget	APPROVED Budget
<b>RECEIPTS / REVENUE</b>			
Owners Contributions	102,193.02	102,193.50	111,133.40
Interest Income	88.09	-	-
Bylaws/Fines/Legal	300.00	-	-
Prior Years Surplus	-	-	15,187.60
Other Income	250.00	-	-
<b>TOTAL INCOME</b>	<b>102,831.11</b>	<b>102,193.50</b>	<b>126,321.00</b>
<b>GENERAL EXPENSES</b>			
Professional/Administration	335.09	4,500.00	4,500.00
Insurance	10,218.72	22,000.00	18,000.00
Insurance - Appraisal	787.50	500.00	-
T 2 Tax Filing	375.00	375.00	375.00
Management	6,917.40	7,560.00	11,340.00
Site Management	-	6,000.00	-
Prior Year Deficit	725.09	8,428.50	-
Bank Charges	156.00	130.00	156.00
<b>TOTAL GENERAL EXPENSES</b>	<b>19,514.80</b>	<b>49,493.50</b>	<b>34,371.00</b>
<b>BUILDING EXPENSES</b>			
Repairs & Maintenance	34,667.98	15,000.00	35,550.00
Pest Control			1,200.00
Capital Projects			10,000.00
Janitorial			6,000.00
Supplies	-	200.00	200.00
Landscaping	3,517.56	3,000.00	4,000.00
Garbage	3,610.65	4,500.00	4,500.00
Hydro	8,449.11	11,000.00	11,000.00
Water Sewer	12,647.16	13,000.00	13,500.00
Snow Removal	236.25	1,000.00	1,000.00
<b>TOTAL BUILDING EXPENSES</b>	<b>63,128.71</b>	<b>47,700.00</b>	<b>86,950.00</b>
<b>CONTINGENCY RESERVE FUND</b>			
Contribution to Contingency	5,000.00	5,000.00	5,000.00
<b>TOTAL CONTRIBUTION</b>	<b>5,000.00</b>	<b>5,000.00</b>	<b>5,000.00</b>
<b>TOTAL EXPENSES</b>	<b>87,643.51</b>	<b>102,193.50</b>	<b>126,321.00</b>
<b>NET INCOME</b>	<b>15,187.60</b>	<b>-</b>	<b>-</b>

*Prepared by HomeLife Advantage Realty Ltd.*  
**Property Management Division**

**ARCADIA ARMS - LMS 635**  
**APPROVED 2022-2023 Strata Fee Schedule**  
February 1, 2022 - January 31, 2023

<b>Unit</b>	<b>Unit Entitlement</b>	<b>Contingency Fund</b>	<b>Monthly CRF Contribution</b>	<b>Operating Fund</b>	<b>Total Strata Fees</b>	<b><i>Approved Monthly Strata Fees</i></b>
1	4085	\$ 204.25	\$ 17.02	\$ 4,335.55	\$ 4,539.80	\$ 378.32
2	4248	\$ 212.40	17.70	\$ 4,508.55	4,720.95	393.41
3	4021	\$ 201.05	16.75	\$ 4,267.62	4,468.67	372.39
4	4254	\$ 212.70	17.73	\$ 4,514.91	4,727.61	393.97
5	4085	\$ 204.25	17.02	\$ 4,335.55	4,539.80	378.32
6	4277	\$ 213.85	17.82	\$ 4,539.33	4,753.18	396.10
7	4021	\$ 201.05	16.75	\$ 4,267.62	4,468.67	372.39
8	4021	\$ 201.05	16.75	\$ 4,267.62	4,468.67	372.39
9	4329	\$ 216.45	18.04	\$ 4,594.51	4,810.96	400.91
10	4016	\$ 200.80	16.73	\$ 4,262.32	4,463.12	371.93
11	4591	\$ 229.55	19.13	\$ 4,872.58	5,102.13	425.18
12	4021	\$ 201.05	16.75	\$ 4,267.62	4,468.67	372.39
13	4091	\$ 204.55	17.05	\$ 4,341.92	4,546.47	378.87
14	4259	\$ 212.95	17.75	\$ 4,520.22	4,733.17	394.43
15	4021	\$ 201.05	16.75	\$ 4,267.62	4,468.67	372.39
16	4265	\$ 213.25	17.77	\$ 4,526.59	4,739.84	394.99
17	4085	\$ 204.25	17.02	\$ 4,335.55	4,539.80	378.32
18	4277	\$ 213.85	17.82	\$ 4,539.33	4,753.18	396.10
19	4021	\$ 201.05	16.75	\$ 4,267.62	4,468.67	372.39
20	4021	\$ 201.05	16.75	\$ 4,267.62	4,468.67	372.39
21	4323	\$ 216.15	18.01	\$ 4,588.15	4,804.30	400.36
22	4016	\$ 200.80	16.73	\$ 4,262.32	4,463.12	371.93
23	4631	\$ 231.55	19.30	\$ 4,915.04	5,146.59	428.88
24	4021	\$ 201.05	16.75	\$ 4,267.62	4,468.67	372.39
	<b>100000</b>	<b>\$ 5,000.00</b>	<b>\$ 416.67</b>	<b>\$ 106,133.40</b>	<b>\$ 111,133.40</b>	<b>\$ 9,261.12</b>

## ARCADIA ARMS - LMS 635

### ADOPTED SPECIAL LEVY SCHEDULE

Unit No.	Unit Entitlement	Special Levy Amount Due
1	4085	\$ 3,472.25
2	4248	\$ 3,610.80
3	4021	\$ 3,417.85
4	4254	\$ 3,615.90
5	4085	\$ 3,472.25
6	4277	\$ 3,635.45
7	4021	\$ 3,417.85
8	4021	\$ 3,417.85
9	4329	\$ 3,679.65
10	4016	\$ 3,413.60
11	4591	\$ 3,902.35
12	4021	\$ 3,417.85
13	4091	\$ 3,477.35
14	4259	\$ 3,620.15
15	4021	\$ 3,417.85
16	4265	\$ 3,625.25
17	4085	\$ 3,472.25
18	4277	\$ 3,635.45
19	4021	\$ 3,417.85
20	4021	\$ 3,417.85
21	4323	\$ 3,674.55
22	4016	\$ 3,413.60
23	4631	\$ 3,936.35
24	4021	\$ 3,417.85
	100000	\$ 85,000.00



HOMELIFE  
ADVANTAGE  
REALTY LIMITED

May 7, 2021

**FEE NOTICE**

**TO:           ARCADIA ARMS – LMS 635**

**FROM:       HOMELIFE ADVANTAGE REALTY LTD.**  
**PROPERTY MANAGEMENT DIVISION**

**RE:           PAYMENT OF MONTHLY MAINTENANCE FEES**

At the Annual General Meeting of the shareholders for ARCADIA ARMS Strata Corporation LMS 635 the shareholders approved an operating budget that increases the monthly maintenance fee. In keeping with the budget, it is the responsibility of all shareholders to pay their portion of monthly fees on the first day of each month to meet the obligations of this budget, which commenced February 1, 2021.

For payment of Maintenance Fees, our preferred method of receiving payment is with the pre-authorized debit of funds directly from your bank account. If you are not already on this plan but would like to begin payment using this method, please contact our office for a PAD Form and return it to our office, together with a VOID cheque. Your pre-authorized payments will then commence on the first of the month following submission of same. In the meantime you will need to ensure you have provided cheques to cover your maintenance fees. Please make your cheques payable to: **Arcadia Arms LMS 635 - (Unit # \_ \_ \_)** and forward them to: **101-45269 Keith Wilson Road, Chilliwack, BC V2R 5S1** as soon as possible.

**Should you choose not to use the pre-authorized debit plan to pay your maintenance fees, we ask that you please ensure we have twelve (12) post-dated cheques on hand to cover your maintenance fees on the first of each month, or pay the entire year in advance.**

If you have any questions regarding your account, please do not hesitate to contact the bookkeeping department for your Property at our office at 604-858-7368. All other inquiries should either be directed to the Property Manager in writing.

Sincerely,

Malea Schneider

Property Manager  
**HOMELIFE ADVANTAGE REALTY LTD.**  
**PROPERTY MANAGEMENT DIVISION**

**ANNUAL GENERAL MEETING MINUTES***May 4, 2021***ARCADIA ARMS – LMS 635****STRATA COUNCIL  
2021-2022**

John McCarrick

Dan Barnetson

Suhrid Ranavat

Mike Mak

**STRATA MANAGER***Malea Schneider  
(604) 858-7368  
Fax: (604) 858-7380***HOMELIFE ADVANTAGE  
REALTY LTD.  
PROPERTY MANAGEMENT  
DIVISION***101-45269 Keith Wilson Road,  
Chilliwack, B.C. V2R 5S1  
Phone: (604) 858-7368  
[cbarton@advantagepm.ca](mailto:cbarton@advantagepm.ca)***ATTENDANCE:**6 Owners represented by proxy  
2 Owners present via zoom

Malea Schneider, HomeLife Advantage Realty Ltd. Property Management Division

**(1) CALL TO ORDER**

The Strata Manager called the meeting to order at 4:05 p.m. The meeting was held by restricted proxy vote, due to the COVID-19 and social distancing rules to be followed.

**(2) CALLING THE ROLL/CERTIFICATION OF PROXIES**

Prior to the start of this evening's meeting, the roll was called and the Strata Manager, in accordance with the requirements of the Strata Property Act, Section 56, certified all proxies. Also required by the Act, section 48 (2), is that a quorum, which consists of one-third of the Owners in good standing, be present either in person or by proxy, in order for the meeting to proceed. There were 24 Owners eligible of which 8 Owners were represented: 2 via zoom and 6 via proxy. The quorum requirement for this afternoon's meeting was 8 and with 8 Owners represented, the quorum requirement was met at the start of the scheduled meeting.

**(3) ELECT CHAIR**

It was then MOVED – UNIT 22 that HomeLife Advantage Realty Ltd. Property Management Division chair the 2021-2022 Annual General Meeting. SECONDED – UNIT 21. The motion was CARRIED

**(4) PROOF OF NOTICE**

Section 45(1) of the Strata Property Act states the Strata Corporation must give at least 20 days' notice of an Annual General Meeting, specifying the place, date, time and nature of the business. Section 61 (3) states a notice given by post is deemed to have been given 4 days after it has been mailed. The notices of this evening's meeting were emailed and hand delivered to each Owner's last known address on **April 14, 2021** which is in accordance with the time frame set out in the Act. Notices contained the Agenda, the proposed budget and corresponding fee schedules, Balance Sheet, Profit & Loss Budget Performance, a copy of the Insurance Summary,  $\frac{3}{4}$  vote Resolutions, and a proxy voting form. A video explanation was also forwarded to all owners in advance of the meeting to report on items including the insurance coverage, proposed budget, and resolutions to be considered. It was then

MOVED – UNIT 22 that the proof of notice be accepted. SECONDED – UNIT 21. The motion was **CARRIED**

**5) APPROVE AGENDA**

It was then MOVED – UNIT 22 that the agenda for the 2021-2022 Annual General Meeting be approved as distributed. SECONDED – UNIT 21. The motion was **CARRIED**

**(6) ADOPTION OF PREVIOUS MINUTES**

The Owners reviewed the Minutes of the last Annual General Meeting, which was held April 29, 2020 and were approved as prepared and distributed. It was MOVED – UNIT 22. SECONDED – UNIT 21. The motion was **CARRIED**

**(7) REPORTS**

None reports at this time.

**(8) ANNUAL REPORT ON INSURANCE REVIEW**

Arcadia Arms is currently insured with BFL Canada Insurance Services Ltd. in the amount of \$3,825,000. The deductibles on the insurance policy are as follows:

All Property	\$10,000.00	Underground property	\$10,000.00
Sewer back up	\$25,000.00	Water Damage	\$25,000.00
Flood	\$100,000.00	Master key	\$2,500
Glass	\$250.00	Earthquake	10% Deductible with a minimum of \$100,000.00

**Annual Review of the Strata Insurance Coverage.** The Strata Manager explained that in accordance with section 149 of the Strata Property Act, the Strata Corporation is responsible to obtain the property insurance as required under section 149 (1), and also in accordance with section 154, there is an obligation imposed on the Strata Corporation to undertake an annual review of the Strata Corporation's insurance. This requires the Council to actively consider the existing strata insurance policy and assess whether the existing coverage is adequate for the Strata Corporation. As part of the annual assessment of the insurance Council must obtain coverage based upon "full replacement cost," and not market value. ***Therefore, an independent insurance appraisal should be done annually*** to ensure the Strata Corporation has adequate coverage, pursuant to section 149 (1) on the common property and common assets.

**Owner's Responsibility to Insure Personal Belongings and Improvements.** Owners were also advised that the Strata Corporation's policy insures the buildings inside and out as they were originally constructed to like kind and quality. Owners are therefore responsible to insure the personal items they bring into the strata lot, all personal effects and any betterment or improvements that may have been made to the strata lot over time. It is also recommended to have insurance coverage for the Strata Corporation's insurance deductible.

The Strata Corporation's insurance only covers the common property (buildings), carpeting etc., as per the original construction. Owners and residents of Strata properties must insure any improvements to these items (e.g. wallpapering, paneling, general up-grading etc.) completed by the current Owner or the previous Owner as well as all personal effects and furniture, through personal Homeowner's coverage. Therefore, it is recommended that Owners and residents of Strata properties complete an inventory of their personal contents and belongings to ensure adequate insurance coverage. Most insurance agents will provide an inventory guide booklet to assist in the preparation of an inventory. Completion of an inventory is a very worthwhile exercise. It is also further recommended to take photographs or a video of your Strata Lot and to keep safe in another location along with your inventory list.

**Strata Insurance Coverage is “As Built.”** The Strata Manager further explained since the Strata Corporation’s insurance policy covers “as built” replacement, Strata owners that have upgraded their strata lots above what was provided by the builder should have any and all additional “upgrades” covered under their personal “condo insurance package.” This would include such items as floor coverings, finishing of unfinished basement areas, etc. The owners were advised to also include in their personal insurance water escape and insurance deductible coverage in the event there is a water leak that originates within the strata unit that is an owner responsibility (such as a dishwasher leak).

"Fixtures" that are to be insured by the strata are defined as "items attached to a building, including floor and wall coverings and electrical and plumbing fixtures, but does not include, if they can be removed without damage to the building, refrigerators, stoves, dishwashers, microwaves, washers, dryers or other items." Please note that many strata's are providing the insurance coverage for some or all of these fixtures that are defined as being not included, as allowed for under section 152(b) of the Strata Property Act. This will usually depend on whether or not these fixtures came with the unit originally and a value for them has been included when determining the amount of "property" insurance coverage that the strata has obtained through an insurance appraisal.

**Water Claims and Claim Possibility Notification** Strata Property Owners were advised they should note any water leakage or seepage should be reported promptly to the Strata Manager/Strata Council, to ensure efforts are made to mitigate further damage and loss, and to ensure the Strata Corporation has an opportunity to make a claim with the insurance company. Such leaks/seepages, if not reported, become judged as repeated, ongoing leaks, and therefore may not be covered by the insurer. The Strata Corporation's insurance normally covers incidents of leakage, however not those of a continuing nature.

Please be advised that no matter what the cause of loss or damage, the Strata Corporation is not responsible for providing insurance coverages on your personal property or any unit improvements and betterments that you as the Owner have made or acquired from the previous Owner(s) of your strata unit.

The cause of damage does not determine whose policy should initially provide coverage. Both the strata and the unit owner need to insure their own property. The Strata Property Act (section 149) dictates what "property" the strata corporation must insure. In short, they are required to insure the common property along with "fixtures" built or installed in a strata lot, if the fixtures are built or have been installed by the owner developer as part of the original construction on the strata lot.

Therefore, if you have damage to your personal belongings or unit improvements report it to your own Insurer. If your Insurer feels that someone else did something careless or negligent to cause the damage they will attempt to recover their claims costs and your deductible. How hard they will pursue recovery will depend on the amount of the claim.

### **Motor Vehicle Insurance and Your Strata Corporation**

Many Owners and residents of Strata property are unaware that they must have adequate public liability insurance on any vehicle brought onto Strata Corporation property. This insurance is not to be confused with storage insurance which only protects the owner of the vehicle from fire and theft, etc. The Strata Corporation has the responsibility to protect the common property, common facilities and other assets of the Corporation for the benefit of all Owners, hence the need for Third Party Liability insurance being carried on all vehicles that are not being driven on a regular basis.

Liability insurance is normally provided when a vehicle is insured for road use and evidence of this insurance is an up-to-date decal affixed to the rear license plate; where no decal is affixed, Owners must provide a copy of the third-party liability insurance policy to the Strata Corporation.

### **Third Party Liability Insurance**

It is very important for all unlicensed vehicles to carry Third Party Liability insurance in the event a vehicle was to cause damage to the common property and or bodily injury. If the vehicle is not licensed and doesn't carry Third Party Liability the Strata Corporation is going to be held liable. If the damage or loss is serious enough and exceeds the Strata Corporation's policy limits the Strata Corporation runs the risk of placing the strata in a liability risk. Therefore, it is recommended that all unlicensed vehicles carry \$5,000,000 Third Party Liability insurance policy, as the difference from \$1,000,000 to \$5,000,000 would be minimal. Not only will it protect the strata in the event they were to exceed the policy limits it is also beneficial if the strata insurance policy can subrogate against ICBC due to a property damage claim. This will prevent the claim from counting against the strata. A recent example was a car burning up and setting fire to the building and because the car was insured it allowed the strata to be fully compensated by ICBC therefore preventing a claim against the strata policy.

As an owner of a strata corporation I would be very concerned if there was an uninsured vehicle in my building, it puts the strata in a very risky position and by insuring all vehicles it takes that risk away, this is all part of risk management.

Where the Bylaws of the Strata Corporation do not specifically detail the Rules for motor vehicle insurance, the requirement for liability insurance is covered under the Strata Property Act, which forbids an Owner from causing a hazard to any other occupier. The insurance companies that provide coverage for the overall property losses due to fire, flood and earthquake, etc., do not calculate in their estimate of risks any uninsured vehicles which are presumed to be covered by ICBC. Thus, they may not pay out for any damage caused by an uninsured vehicle.

Owners and residents of Strata property must ensure that their vehicles have adequate liability insurance at all times or decide for storage off the premises.

### **(9) RATIFICATION OF NEW RULES**

The Strata Manager advised that there were no new rules to ratify.

### **(10) ADOPTION OF THE PROPOSED OPERATING BUDGET MAJORITY VOTE RESOLUTION "1"**

**BE IT RESOLVED BY** a majority vote that the proposed 2021-2022 Operating Budget, be adopted as presented.

It was **MOVED** – UNIT 22 that Resolution 1 be approved as presented. **SECONDED** – UNIT 21. The motion was declared **CARRIED**

7 in favour          1 opposed

### **(11) MAJORITY VOTE RESOLUTION "2" – Surplus Funds**

**BE IT RESOLVED BY** a majority vote that any additional surplus remaining from the 2020-2021 fiscal year, which is not carried forward into the 2021-2022 Operating Budget, be transferred to the Contingency Reserve Fund.

It was then **MOVED** – UNIT 22 that Resolution "2" be approved as presented. **SECONDED** – UNIT 21. The motion was **CARRIED**

8 in favour          0 opposed

## **(12) ADOPTION OF ¾ VOTE RESOLUTIONS:**

### **12.1 ¾ VOTE RESOLUTION “3” – Option 1 – Waive Update Depreciation Report**

**BE IT RESOLVED BY** a ¾ vote of The Owners of Arcadia Arms - Strata Plan LMS 635 as per section 94 of the Strata Property Act that the requirement to update the current depreciation report be waived for the 2021-2022 fiscal year.

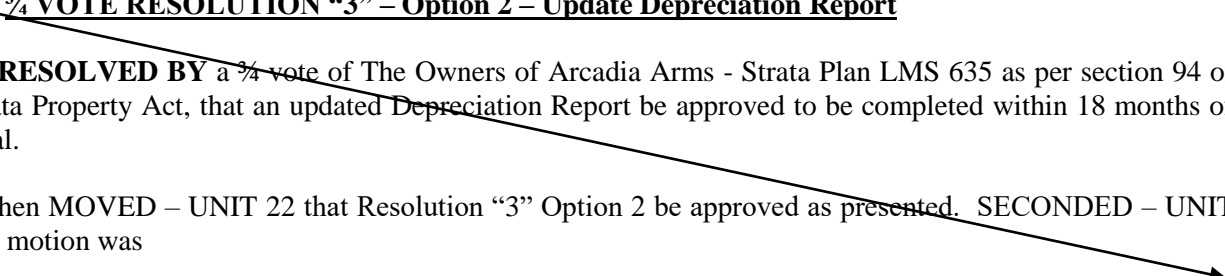
It was then MOVED – UNIT 22 that Resolution “3” Option 1 be approved as presented. SECONDED – UNIT 21. The motion was **CARRIED**

8 in favour      0 opposed

### **12.2 ¾ VOTE RESOLUTION “3” – Option 2 – Update Depreciation Report**

**BE IT RESOLVED BY** a ¾ vote of The Owners of Arcadia Arms - Strata Plan LMS 635 as per section 94 of the Strata Property Act, that an updated Depreciation Report be approved to be completed within 18 months of approval.

It was then MOVED – UNIT 22 that Resolution “3” Option 2 be approved as presented. SECONDED – UNIT 21. The motion was



## **(13) ELECTION OF COUNCIL**

At this time, the Strata President asked the Strata Manager to facilitate the Council Elections. After thanking the Strata President and the present Council for their hard work and commitment, the Strata Manager explained that the Council is now deemed to have retired at the end of this meeting and that a new Council would be elected, consisting of between 3 and 7 members. The Strata Manager then asked for nominations or volunteers from the floor, and outgoing Council members were also asked if they would consider returning to Council.

In accordance with sections 25 & 28 of the Strata Property Act, it was explained the eligible voters present in person or by proxy at the meeting might be elected to Council. The following are considered to be eligible to serve as a Council member: a) Owners, including existing or past Council members; b) individuals representing corporate Owners, and c) a tenant who, under section 147 or 148, have been assigned a landlord's right to be elected to Council. At this point, the Chair dissolved the present Council and turned the meeting over to HomeLife Advantage Realty Chilliwack Ltd. Property Management Division for the election of the new Council. The following nominations and volunteers were received:

John McCarrick  
Dan Barnetson  
Suhrid Ranavat  
Mike Mak

The Strata Manager called to the floor on 3 successive occasions for any further nominations and/or volunteers. The nominations were then declared closed. It was MOVED – UNIT 22 the above-mentioned Owners be declared elected. SECONDED – UNIT 21. The vote was called by a show of voting cards and the motion was **CARRIED**

8 in favour      0 opposed

The Strata Manager advised the following owners were elected as the 2019-2020 Strata Council:

John McCarrick  
Dan Barnettson  
Suhrid Ranavat  
Mike Mak

The Strata Manager thanked the Owners for allowing their names to stand for Council and the new Council members were asked to remain behind after the meeting to elect the officers.

**(14) TERMINATE MEETING**

There being no further business, the meeting was adjourned at 4:25 p.m.

Malea Schneider  
Strata Property Manager

<b>Please be advised it is important to retain all copies of Council and General Meeting Minutes for a period of 2 years.</b>
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**ARCADIA ARMS - LMS 635**  
**APPROVED 2021-2022**  
**FEBRUARY 1, 2021 - JANUARY 31, 2022**

	Year To Date Actual	2020-2021 <i>APPROVED</i> Budget	2021-2022 <i>APPROVED</i> Budget
<b>RECEIPTS / REVENUE</b>			
Owners Contributions	70,026.79	72,081.00	102,193.50
Interest Income	41.29	170.00	-
Bylaws/Fines/Legal	200.00	100.00	-
Prior Years Surplus	-	-	-
Other Income	100.00	-	-
<b>TOTAL INCOME</b>	<b>70,368.08</b>	<b>72,351.00</b>	<b>102,193.50</b>
<b>GENERAL EXPENSES</b>			
Professional/Administration	3,686.64	1,600.00	4,500.00
Insurance	17,684.20	13,720.00	22,000.00
Insurance - Appraisal	-	240.00	500.00
T 2 Tax Filing	-	-	375.00
Management	6,276.60	6,048.00	7,560.00
Site Management	4,350.00	7,200.00	6,000.00
Prior Year Deficit	-	3,514.00	8,428.50
Bank Charges	130.00	120.00	130.00
<b>TOTAL GENERAL EXPENSES</b>	<b>32,127.44</b>	<b>32,442.00</b>	<b>49,493.50</b>
<b>BUILDING EXPENSES</b>			
Repairs & Maintenance	16,152.39	11,909.00	15,000.00
Supplies	-		200.00
Landscaping	2,552.37	2,500.00	3,000.00
Garbage	4,103.21	3,700.00	4,500.00
Hydro	10,634.29	7,500.00	11,000.00
Water Sewer	12,026.88	12,600.00	13,000.00
Snow Removal	-	500.00	1,000.00
<b>TOTAL BUILDING EXPENSES</b>	<b>45,469.14</b>	<b>38,709.00</b>	<b>47,700.00</b>
<b>CONTINGENCY RESERVE FUND</b>			
Contribution to Contingency	1,200.00	1,200.00	5,000.00
<b>TOTAL CONTRIBUTION</b>	<b>1,200.00</b>	<b>1,200.00</b>	<b>5,000.00</b>
<b>TOTAL EXPENSES</b>	<b>78,796.58</b>	<b>72,351.00</b>	<b>102,193.50</b>
<b>NET INCOME</b>	<b>(8,428.50)</b>	<b>-</b>	<b>-</b>

*Prepared by HomeLife Advantage Realty Ltd.*  
**Property Management Division**

**ARCADIA ARMS - LMS 635**  
**APPROVED 2021-2022 Strata Fee Schedule**  
February 1, 2021 - January 31, 2022

<b>Unit No.</b>	<b>Unit Entitlement</b>	<b>Contingency Fund</b>	<b>Monthly CRF Contribution</b>	<b>Operating Fund</b>	<b>Total Strata Fees</b>	<b><i>Approved Monthly Strata Fees</i></b>
1	4254	\$ 212.70	\$ 17.73	\$ 4,134.61	\$ 4,347.31	\$ 362.28
2	4248	\$ 212.40	17.70	\$ 4,128.78	4,341.18	361.76
3	4085	\$ 204.25	17.02	\$ 3,970.35	4,174.60	347.88
4	4021	\$ 201.05	16.75	\$ 3,908.15	4,109.20	342.43
5	4021	\$ 201.05	16.75	\$ 3,908.15	4,109.20	342.43
6	4277	\$ 213.85	17.82	\$ 4,156.97	4,370.82	364.23
7	4085	\$ 204.25	17.02	\$ 3,970.35	4,174.60	347.88
8	4021	\$ 201.05	16.75	\$ 3,908.15	4,109.20	342.43
9	4021	\$ 201.05	16.75	\$ 3,908.15	4,109.20	342.43
10	4016	\$ 200.80	16.73	\$ 3,903.29	4,104.09	342.01
11	4329	\$ 216.45	18.04	\$ 4,207.51	4,423.96	368.66
12	4591	\$ 229.55	19.13	\$ 4,462.15	4,691.70	390.98
13	4091	\$ 204.55	17.05	\$ 3,976.19	4,180.74	348.39
14	4021	\$ 201.05	16.75	\$ 3,908.15	4,109.20	342.43
15	4265	\$ 213.25	17.77	\$ 4,145.30	4,358.55	363.21
16	4259	\$ 212.95	17.75	\$ 4,139.47	4,352.42	362.70
17	4085	\$ 204.25	17.02	\$ 3,970.35	4,174.60	347.88
18	4021	\$ 201.05	16.75	\$ 3,908.15	4,109.20	342.43
19	4021	\$ 201.05	16.75	\$ 3,908.15	4,109.20	342.43
20	4277	\$ 213.85	17.82	\$ 4,156.97	4,370.82	364.23
21	4323	\$ 216.15	18.01	\$ 4,201.68	4,417.83	368.15
22	4631	\$ 231.55	19.30	\$ 4,501.03	4,732.58	394.38
23	4021	\$ 201.05	16.75	\$ 3,908.15	4,109.20	342.43
24	4016	\$ 200.80	16.73	\$ 3,903.29	4,104.09	342.01
	<b>100000</b>	<b>\$ 5,000.00</b>	<b>\$ 416.67</b>	<b>\$ 97,193.50</b>	<b>\$ 102,193.50</b>	<b>\$ 8,516.13</b>

# ARCADIA ARMS - LMS 635

## Earthquake

Building Limit \$3,825,200.00

Unit No.	Unit Entitlement	10% Deductible
1	4254	\$ 16,272.40
2	4248	\$ 16,249.45
3	4085	\$ 15,625.94
4	4021	\$ 15,381.13
5	4021	\$ 15,381.13
6	4277	\$ 16,360.38
7	4085	\$ 15,625.94
8	4021	\$ 15,381.13
9	4021	\$ 15,381.13
10	4016	\$ 15,362.00
11	4329	\$ 16,559.29
12	4591	\$ 17,561.49
13	4091	\$ 15,648.89
14	4021	\$ 15,381.13
15	4265	\$ 16,314.48
16	4259	\$ 16,291.53
17	4085	\$ 15,625.94
18	4021	\$ 15,381.13
19	4021	\$ 15,381.13
20	4277	\$ 16,360.38
21	4323	\$ 16,536.34
22	4631	\$ 17,714.50
23	4021	\$ 15,381.13
24	4016	\$ 15,362.00
	<b>100000</b>	<b>\$ 382,520.00</b>