

July 04, 2023

The Owners, Strata Plan BCS4118 "Tsawwassen Springs"

RE: Notice of Annual General Meeting
Monday, July 24, 2023, at 6:00 PM with registration at 5:15 PM.

Dear Owners,

On **Monday, July 24, 2023**, the **Annual General Meeting** of the Owners of Strata Plan **BCS4118 "Tsawwassen Springs"**, will be held. Please find enclosed the Notice of Meeting, together with an Agenda, Previous Minutes, Proposed Budget, Resolutions, and a voting Proxy Form. We ask Owners to review the package in detail as this will assist in making informed decisions.

The Annual General Meeting will be held at Tswawwassen Springs Golf Course (5133 Springs Boulevard, Delta, BC).

It is very important for all owners to have their votes recognized. Voting can be in person or via voting proxy form. For the meeting to proceed, a quorum of one-third of all Owners must be present. If you are not able to attend, please complete the attached proxy form for submission before the meeting.

Please don't hesitate to contact me if you have any questions.

Regards,



Lisa & Jason Biggin
Strata Manager
Red Door Management Corp.

NOTICE OF ANNUAL GENERAL MEETING THE OWNERS, STRATA PLAN BCS4118 TSAWWASSEN SPRINGS

Date: Monday, July 24, 2023
Time: 6:00 PM – Registration 5:15 PM
Place: Tswawwassen Springs Golf Course, 5133 Springs Boulevard, Delta, BC

AGENDA

1. Guest: Mike Pearson - Cambridge Plumbing Presentation
2. Call the meeting to order
3. Certification of voting ballots & quorum
4. File proof of notice of meeting
5. Approval of the agenda
6. Approval of the minutes of the Annual General Meeting held on July 27, 2022 and the Special General Meeting held on April 3, 2023 (Pages 4-10)
7. Certificate of insurance (Pages 11-13)
8. President's report (Pages 14-16)
9. Review and approval of the Annual Operating Budget for 2023/2024 fiscal year (Pages 26-29)
 - a. Annual financial statement and budget comparison (Year End - May 31, 2023)
 - b. Proposed budget and fee schedule for 2023 /2024
10. Resolutions
 - a. $\frac{3}{4}$ Vote Resolution – Bylaw Amendments (Pages 26-29)
 - i. Bylaw 7 – Permit Entry to Strata Lot
 - ii. Bylaw 8 - Repair and Maintenance of Property by Strata Corporation
 - iii. Bylaw 3. (13) – Move In/Move Out
 - b. $\frac{3}{4}$ Vote Resolution – Withdraw Funds from Contingency Reserve Fund (Pages 30-31)
 - i. Upgrade Door Access System
 - ii. Install Automatic Door Openers
11. New Business
 - a. Discussion & Question regarding Aquatherm Presentation (Pages 32-33)
 - b. Discussion Regarding Automated Door Openers
12. Election of Strata Council for 2023
13. Termination of Meeting

**TSAWWASSEN SPRINGS BCS4118
SPECIAL GENERAL MEETING MINUTES
Held on Monday, April 3, 2023
In-Person Meeting
Held at Tsawwassen Springs Golf Club
5133 Springs Boulevard, Delta, BC**

IN ATTENDANCE:	One Hundred and Seventy (170) Strata Lots Represented One Hundred and Twenty (120) In Person Fifty (50) By Proxy
GUEST	Aaron MacLellan – Aqua Coast Engineering
STRATA MANAGERS:	Lisa Biggin, Red Door Management Corp. Jason Biggin, Red Door Management Corp.

Ron Foreman, President, welcomed all owners and introduced the Council and the Red Door Management Team.

CALL TO ORDER

At 6:15 PM, the Council President, Ron Foreman, called the Special General Meeting to Order. Ron provided an overview of the projects being proposed.

DETERMINATION OF QUORUM AND CERTIFICATION OF PROXIES

All proxies that were submitted were verified and certified.

There are Two Hundred and Eighty-Nine (289) total votes at Tsawwassen Springs BCS4118 to constitute a quorum; one-third of the total votes must be present in person or by proxy. Therefore, ninety-seven (97) persons had to be present in person or by proxy for the meeting to convene.

As One Hundred and Seventy (170) voters were represented, in person or by proxy, a quorum was established, and the meeting was declared competent to deal with the business in hand.

PROOF OF NOTICE OF MEETING

Proper Notice of the Meeting was provided in accordance with the requirements of the Strata Property Act, with the Notice of the Meeting being emailed and mailed out on March 14, 2023.

CARRIED

APPROVAL OF THE AGENDA

It was **MOVED/SECONDED** (SL282/SL43) to approve the agenda of the Special General Meeting as distributed.

CARRIED



CONSIDERATION OF RESOLUTIONS

Aaron McLellan from Aqua Coast Engineering provided a brief overview of the scope of work of the project to owners. Owners were able to ask questions and make comments.

#1 $\frac{3}{4}$ Vote Resolution – Special Levy

It was **MOVED/SECONDED** (SL287/SL62) to adopt $\frac{3}{4}$ Vote Resolution #1 as presented.

BE IT RESOLVED by $\frac{3}{4}$ **VOTE RESOLUTION** of Tsawwassen Springs, BCS4118, to approve in accordance with Section 108 of the Strata Property Act to raise \$578,000 for building repairs and maintenance, landscaping project management, and administration costs, by way of Special Levy, calculated on the basis of unit entitlement (see attached special levy schedule) due and payable on the passing of the resolution. Pursuant to Section 109 of the Act, in the event of a sale of a strata lot, the seller must pay the special levy in full.

End of Resolution

One Hundred and Sixty-Two (162) Owners **In FAVOUR** / Seven (7) Owners **OPPOSED** / Zero (0) Owner **ABSTAINED** One owner left the meeting before the vote took place. **CARRIED**

#2 Majority Vote Resolution – Withdraw Fund from the Contingency Reserve Fund (CRF)

It was **MOVED/SECONDED** (SL95/SL151) to adopt Resolution #2 to withdraw funds from the contingency reserve fund as presented.

BE IT RESOLVED by **MAJORITY VOTE RESOLUTION** of Tsawwassen Springs BCS4118. Pursuant to s.96 of the Act, that the strata corporation approve an expenditure of up to \$422,000 from the Contingency Reserve Fund for the purposes of addressing the maintenance items listed in the depreciation report dated April 8, 2021.

End of Resolution

One-Hundred and Sixty-Seven (167) Owners **IN FAVOUR** / Two (2) Owners **OPPOSED** / Zero (0) Owners **ABSTAINED**. One owner left the meeting before the vote took place. **CARRIED**

TERMINATION

As there was no further business, the meeting was terminated at 7:20 pm.

Minutes prepared by Lisa Biggin, Strata Manager, and edited by the Strata Council for distribution.

Lisa Biggin
Red Door Management Corp
604.778.827.0377 lisa@reddoorpm.ca
www.reddoorpm.ca

Please keep a copy of these minutes for future reference. They will be required at the time of sale and a charge, as per the *Strata Property Act*, will be assessed for replacement copies.

**MINUTES OF ANNUAL GENERAL MEETING
TSAWWASSEN SPRINGS—BCS 4118**

**5099, 5055, 5011 and 4977 Springs Boulevard, Delta BC.
HELD: Wednesday July 27, 2022 at 6:00 p.m.**

CALL TO ORDER

The Council President, Mike Knight, called the Annual General Meeting of Strata Corporation BCS 4118 to order at 6:13 pm.

AWM-Alliance Real Estate Group Ltd. will be minuted as AWM.

QUORUM REPORT

A total of One hundred and eighteen (118) Owners were represented by proxy. The *Strata Property Act* states that a quorum of Owners shall be present, in person or represented by proxy, holding no less than one-third or 33% of the Ownership entitled to vote at the meeting.

PROOF OF NOTICE

AWM reviewed the proof of notice requirements as per the *Strata Property Act* for the Owners. It was noted that Notice was duly served in accordance with the *Strata Property Act* dated July 7, 2022.

APPROVAL OF THE AGENDA

Following discussion it was **MOVED, SECONDED** and **CARRIED** to approve the agenda as circulated (118 yes, 0 no, 0 abstentions).

MINUTES

Following discussion, it was **MOVED, SECONDED** and **CARRIED** to approve the previous minutes of the last Annual General Meeting dated September 21, 2022(118 yes, 0 no, 0 abstentions)..

COUNCIL ANNUAL REPORT

The Council President provided his report of last year's achievements which included but were not limited to:

- New rock boxes around buildings to prevent mud splashing onto the side of the building and to improve drainage.
- New pathway behind buildings.
- 5099 interior repainting.
- Stone bases for the pergolas at the front of each building.
- 4977 stairs to the underground.
- Upgrade to the CCTV camera/security system.
- Caretaker office work was initiated.
- Pond/water feature responsibility was clarified and the payment from the developer of \$35,881.
- Springs Boulevard median maintenance contribution from bare land strata was arranged.
- Responsibility for Springs Boulevard from 52nd to the bridge being a third for BCS 4118, Tsawwassen Golf and Country Club (TGCC) and bare land strata.

CERTIFICATE OF INSURANCE

Lyndon King of AWM filed the current insurance policy in place for BCS 4118 as required within Section 154 of the *Strata Corporation Act*.

The Property Manager reminded Strata Owners of their obligations:

- Any alterations to a strata lot including, but not limited to: flooring, window coverings, walls (excluding paint), etc. is considered an alteration or betterment.
- As a result, these items would require Strata Council approval. Each individual Owner is also responsible to ensure these alterations or betterments are insured under their Home Owners insurance policy.
- Owners were advised that they require their own contents coverage to include the water damage deductible, and **currently the water damage deductible is \$50,000**. Should there be a change in the water damage deductible Owners will be notified.
- In the event that they were renting their suite, to ensure that they also appropriately covered loss of rent in the event of any disruption in occupation. The Strata Corporation does not cover rental loss.
- It was also noted that could the Council look into caging ceiling sprinkler heads and identify sprinkler shutoffs.

BUDGET 2022/23

The proposed budget for 2021/22 was introduced to the Owners present. The various categories were reviewed and questions answered. It was noted that there is an increase in the maintenance fees for 2022/23 which are attached.

It was **MOVED, SECONDED** and **CARRIED** to approve the budget as presented (117 yes, 3 no, 0 abstentions). Additional Owners joined the meeting which brought the quorum to 120, in person or by proxy.

If you are paying your fees by automatic debit, your account will continue to be debited, but a catch up fee will be applied due to the new amount for maintenance fees. This amount will be deducted automatically.

If you are providing cheques, please make your cheques payable to “Strata Plan BCS 4118” and forward your cheque to the management office 401-958 West 8th Avenue, Vancouver, BC, V5Z 1E5. Please see the attached fee schedule for your monthly payment.

There was discussion related to providing the audit with the AGM package for coming years. New Council to discuss and determine.

RESOLUTION #1 ¾ VOTE—DEFICIT RECOVERY

Explanation:

The corporation has ended the fiscal year with a \$56,051.61 deficit. The strata under the strata property act must pay back the deficit and can add this to incoming budget, levy the owners or take the amount from the contingency reserve fund. The Council is recommending that the amount be taken from the contingency reserve fund.

The deficit was caused by items running over budget and include but were not limited to mechanical and plumbing, garage doors, water feature (pool maintenance), fire equipment testing/deficiencies, snow removal, water and sewer, insurance.

Through the course of their operations in Fiscal 2021/22, Council made a number of determinations that certain expenses associated with Tsawwassen Springs operations consistent with the Strata Property Act were deemed an emergency expenditure of the Strata Corporation and as such were an expense of the Contingency Reserve Fund. These expenses as noted in the Council Meeting Minutes related to the following:

1) Boiler venting repair 5055 building	\$15,477
2) Sanitary pipe repair 5099 second and third floor	\$9,156
Total	\$24,633

The financial statements for the period ending May 31, 2022 show an operating deficit of \$23,802.99, prior year adjustment of 32,248.62 and retained earnings of 39,383.74. Council is proposing that rather than further increase Strata Fees to cover this deficit, they are asking Owners to approve an expenditure from the Contingency Reserve Fund in the amount of \$95,435.35 and shown below.

Current Deficit	(\$23,802.99)
Prior Year Adjustments	(\$32,248.62)
Retained Earnings (Deficit)	(\$39,383.74)
Total Deficit	(\$95,435.35)

With the passing of this resolution, the prior year’s deficit for the year ending May 31, 2022 would be expensed against the Contingency Reserve Fund.

The following resolution is therefore proposed:

"WHEREAS pursuant to s. 96 of the Strata Property Act, S.B.C. 1998, c. 43, a strata corporation must not spend money from the contingency reserve fund unless the expenditure is consistent with the purposes of the CRF, as set out in the Act, and first approved by a resolution passed by a 3/4 vote at an annual or special general meeting;

BE IT RESOLVED by a 3/4 vote of THE OWNERS, STRATA PLAN BCS 4118, pursuant to s. 96 of the Act, that the Strata Corporation approve an expenditure of up to \$95,435.35 from the contingency reserve fund for the purpose of addressing unplanned expenses associated with prior years operations, retained earnings and prior year adjustment.

End Of Resolution

Following discussion it was **MOVED, SECONDED** and **CARRIED** to approve the agenda as circulated (115 yes, 5 no, 0 abstentions).

**RESOLUTION #2 ¾ VOTE—2022/23 MAINTENACE PROJECTS
CONTINGENCY RESERVE WITHDRAWAL**

Explanation:

The Strata Council are planning to complete a number of projects in the coming fiscal year. These projects include:

- Landscape Upgrade—soil remediation 4977 and 5011 building \$ 35,000
- CCTV Upgrades—more security measures \$ 9,000

- Traffic Speed Control—Springs Boulevard \$ 5,000
 - Parkade Water Leaks—crack injection work and crack repairs 5099 Building \$ 40,000
- Total \$ 89,000

BE IT RESOLVED by a 3/4 vote of THE OWNERS, STRATA PLAN BCS 4118, pursuant to s. 96 of the Act, that the Strata Corporation approve an expenditure of up to \$89,000 from the contingency reserve fund for the purpose of completing the maintenance projects as listed above.

Following discussion it was **MOVED, SECONDED** and **CARRIED** to approve the agenda as circulated (99 yes, 21 no, 0 abstentions).

It was requested during the discussion portion that items should be separated when voting.

Future Project Funding

A discussion was initiated on how to fund future projects such as: Access system upgrade, corner guards, and repairs to parkade building 1, exterior painting 5099, front entrance beam flashing, front entrance trellis painting 5055, 5011 and 4977, and traffic coating balconies 5099.

The Property Manager started the discussion related to the above items in an effort to make Owners aware of future projects and how the funding of these projects should be presented. Following much discussion it was noted that owners would be asked to decide how several more immediate projects should be funded at a future Special General Meeting later this year, however it appeared that some options would be by levy, CRF or a combination of the two.

ELECTION OF COUNCIL

The Property Manager advised that the existing Council must resign, however they are eligible for re-election. There were no further nominations at the meeting. The Owners received voting instructions for a secret ballot and were then requested to provide their vote. Votes were placed in the voting box and AWM scrutineers provided the count. The outgoing Council and Manager were thanked for their efforts over the past year.

The following Owners were nominated for Council 2022/23.

- | | |
|-----------------|----------------|
| Ron Foreman | Bill Caughill |
| Elliott Kipnes | Gary Fielding |
| Mike Knight | Paul Beveridge |
| Della Henderson | |

The new council elected (50% plus one) for 2022/23 after collecting and counting votes provided are as follows:

- | | |
|----------------|---------------|
| Gary Fielding | Bill Caughill |
| Ron Foreman | Mike Knight |
| Paul Beveridge | |

ADJOURNMENT

There being no further business, the meeting was adjourned @ 9:05 p.m.

The Council meeting schedule will be posted on the AWM website for Tsawwassen Springs. The first meeting of Council is to be determined.

The minutes were taken and respectfully submitted by Lyndon King of AWM-Alliance, (604) 685-3227.

Owners are reminded to keep these documents for their future reference in the event that they wish to sell their suite. Please note that any replacement copies must be purchased from AWM-Alliance.

AWM Alliance Real Estate Group's Online Service!

We've put your Tsawwassen Springs community online to provide you with more convenience and a wealth of online services and opportunities to share ideas and information; get news and announcements; access an online resource center for important association documents and forms; join discussion forums; utilize the member directory; and much more. **A management office that never closes.**

We're excited about offering online services and consider this a valuable amenity for you and the community. Below is an overview of the service and a few ideas as to how it can help save you time and get you connected with our community.

Simply click the **Login** button on the top right hand corner of our main website at <http://www.awmalliance.com> to sign up for and access your online community services now. At our login page, please enter in **New User** as username, click on submit and then when the next page appears, click on **SIGN UP TODAY**. When inputting information into the registration form, please ensure to enter the name which is on your strata lot's title and please do not abbreviate any parts of the unit address. Example: Use "Avenue" instead of "Ave." and "West" instead of "W". For postal code, please ensure to include space. Example: V5Z 1E5. Once you have registered, you will be able to access your community site from AWM's login page with the username and password which you have created. If you require assistance with the registration process, please contact siteadmin@awmalliance.com.

Insured: The Owners of Strata Plan BCS4118, Tsawwassen Springs
c/o Red Door Management Corp.

Policy Period: **From:** April 1, 2023 **To:** April 1, 2024

Location(s): 5055 & 5099 Springs Boulevard, Delta, BC V4M 0A2
4977 & 5011 Springs Boulevard, Delta, BC V4M 2B7

Property Policy Number: CMW M1598

Effective: April 1, 2023

Description Of Coverages

Description Of Coverages	Limits Of Liability	Deductibles
Property of Every Description –Per Occurrence, Form CMWM-DECEMBER-2021, Appraisal: Apr 1, 2023, Year of Cycle: 2	\$155,152,000.	\$50,000.
Business Interruption	Not Covered	
All Risks (All Losses Deductible)		\$50,000.
Earthquake – Annual Aggregate	\$155,152,000.	20%, Minimum \$250,000.
Flood – Annual Aggregate and Sublimit	\$40,000,000.	\$500,000.
Water Damage		\$100,000.
Sewer Backup		\$100,000.
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		\$100,000.
Equipment Breakdown - By-laws Included	\$155,152,000.	\$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 (Weekly Indemnity of 2/3 of Employee’s Weekly Wage, but not exceeding \$500/week & set at \$500/week for Volunteer Workers)	\$100,000.	
Strata Corporation Directors & Officers Liability – Annual Aggregate – Claims Made; Defense Costs Outside limit of liability - No limitation	\$10,000,000.	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	
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	\$200,000.	7 Day Waiting Period
Principal Sum - \$200,000 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 **Aggregate Fees Cap per Legal Proceeding**
 Per Claim – \$1,500,000 Term Aggregate \$1,000,000.
 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.

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
- Valuation 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.

Notable Exclusions & Endorsements

- See Schedule of Forms
- Property Cyber and Data Endorsement / Property & Equipment Breakdown Communicable Disease Exclusion / Virus, Bacteria or Microorganism Exclusion / Declaration of Emergency Endorsement / **Pre-Existing Damage Exclusion**

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

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



Frequently Asked Questions

Q. The Strata Corporation carries insurance, why do I also need a Unit Owners/Tenants Policy?

A. An owner and tenant are responsible for obtaining insurance coverage to cover risks that are not covered by the Strata Corporation's insurance policy.

Q. What does the Strata Corporation insurance include?

A. The intent of the Strata Corporation insurance is to cover the building as originally constructed by the developer.

Q. What is not covered by the Strata Corporation, which I should be insuring under a Unit Owners/Tenants Policy?

A. Your personal contents, any improvement or betterment since the original hand over from the developer, additional living expense to cover your relocation costs after a claim, your own personal liability for lawsuits and deductible assessment/loss assessment.

Q. How do I know whether my policy is for Full Replacement Cost Coverage?

A. Full Replacement Cost is included unless otherwise noted. If Property of Every Description and Equipment Breakdown have the same limits noted, then Full Replacement Cost is in effect.

Q. Why are deductibles increasing?

A. Increasing costs and frequency of claims have led to poor results for insurers in the strata class of business. In response to ongoing financial losses and an analysis of a strata's claims history, insurers are increasing deductibles to new minimum requirements.

Q. What is the definition of Sprinkler Discharge?

A. Sprinkler Discharge means activation, discharge and/or leakage of a sprinkler head, a component of the fire suppression system, unless directly resulting from fire, smoke, heat, or explosion. Sprinkler discharge is a type of water damage for which insurers sometimes require a higher deductible applied due to losses from this peril. If there is not a specific deductible noted for sprinkler discharge, insured losses would fall under the All Other Losses or Water Damage Deductible depending on proximate cause of loss.

Q. What is the definition of Vacant Unit?

A. A unit which is uninhabited at the time of loss, regardless of the presence of furnishings, due to all previous occupants having terminated their residence without intention of lawfully returning and no new occupants having taken up lawful residence.

Q. What is the definition of Illegal Drug?

A. Illegal Drug Activity means any activity relating to either the growing, cultivation, harvesting, manufacturing, distribution or sale of any non-prescription controlled substance or substances enumerated in Schedule (Section 2) of the federal Controlled Drugs and Substances Act Narcotic Control Regulations C.R.C., c 1041 (an amended from time to time), whether or not the Named Insured is aware of such activity. Often, Illegal Drug Activity is excluded entirely from insurance, but coverage is afforded under our policy.

Q. What is the definition of Flood?

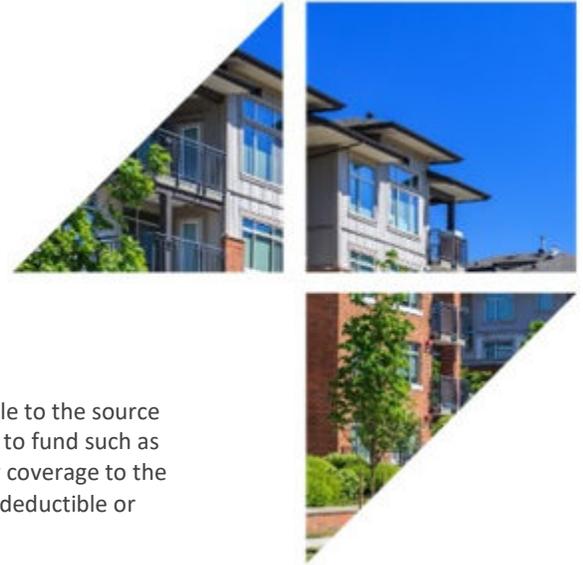
A. Flood means tsunami, waves, tides, tidal waves or the rising of, the breaking out or the overflow of any body of water whether natural or manmade. For purpose of strata insurance, owners cannot cause a flood (i.e. this is not a potential strata owner deductible assessment). The Flood deductible would be funded by all owners based upon unit entitlement if assessment was required.

Q. What is the definition of Wildfires of Note?

A. Wildfires of Note means "wildfires which are highly visible or which pose a potential threat to public safety". The Wildfire deductible would be funded by all owners based upon unit entitlement if assessment was required.

Q. What is my portion of the Earthquake deductible?

A. The earthquake deductible is applied as a percentage of the value of the buildings(s) damaged. The earthquake deductible minimum only applies if the percentage deductible is lower than the minimum stated, which is very rare. For example, a \$10,000,000. building with a 20% deductible, minimum \$250,000, would have a deductible of \$2,000,000. (20% of \$10,000,000. with minimum of \$250,000. irrelevant). Any special assessment to fund the strata earthquake deductible would be based upon unit entitlement. To calculate the average earthquake deductible assessment to each owner, divide the strata earthquake deductible by the number of units. Using above example, if there were 100 units, the average assessment to each owner would be \$20,000. (\$2,000,000. / 100).



Q. What is Deductible Assessment/Loss Assessment?

A. Most Strata Corporation bylaws allow the Strata Corporation to assess the deductible to the source unit owner. Therefore it is imperative all owners have personal insurance coverage to fund such as assessment in the event the strata loss results from their unit. Owners should carry coverage to the highest potential deductible assessment figure which is typically the water damage deductible or sprinkler discharge deductible, if higher.

Q. What about damage below the Strata Corporation deductible?

A. While the Strata Property Act requires the Strata Corporation to maintain insurance, the Act does not contain a duty to repair the strata lot. This means that if damage to the Strata Corporation property is below the deductible, all unit owners will typically be responsible for repairing their own units. Moreover, you can be responsible to repair your unit even if the damage is caused by another unit or common property. It is imperative that you have insurance to cover repairs to your unit below the strata deductible, and this coverage is often referred to as Unit Additional Protection under a personal insurance policy.

Q. How do I find Deductible Assessment/Loss Assessment Insurance?

A. Get in touch with your current personal insurance provider to get this necessary coverage, share the Summary of Coverage document outlining the Strata Deductibles.

Q. My personal insurer cannot match the policy deductibles.

A. Each personal insurer has different stipulations and limitations. Ask your broker for advice on other potential options. CapriCMW is also proud to launch our new Deductible Assessment Buy Up program for unit owners at capricmw.ca/deductible-coverage.

Q. What else can I do?

A. Preventing claims is always best, and not limited to but include that you check and replace your supply lines, know where your water shut off valves are located, consider water leak detectors, perform regular and preventative maintenance, never leave your appliances running while away from home, and consider installing sprinkler cages.

PRESIDENT'S REPORT – 2023

Calling this the “President’s Report” is a bit of a misnomer as I’m really commenting on the work of the entire council team and our property manager who, together, have had a very busy year. It has been an exceptionally great group to be part of and I think all owners already know how much has been achieved.

New Property Management

The newly elected council met shortly after last year’s AGM to discuss our goals for the year. One outcome of this meeting was we decided to change property managers. There were a number of items which we felt could benefit from a change and we undertook to review the property management options and find a good solution for our strata. We interviewed several candidates before selecting Red Door Property Management. I think I speak for the entire council when I note how pleased we are to be working with Lisa, Jason and the entire Red Door team. There is always a learning curve with any change but they have brought a great level of commitment to the strata, and the progress we have made this past year would not have been possible with them.

Finances

It has taken over 6 arduous months to reconcile the AWM accounting and, along the way, to set up the accounting to our Treasurer’s satisfaction. The result is in the AGM materials before you. I moved here in 2018 and, to my knowledge, this is the first year I know of where we have not had to withdraw and utilize CRF funds for monthly operating expenses. All payables are now being handled on a current basis. We have a small budget surplus to move into our CRF and we are receiving other than minimal interest on our CRF funds. For FY 23/24 the proposed 2.4% in strata fees is also the lowest budget increase I am aware of for the strata, even in a period of high inflation. In my view these are remarkable achievements only made possible by the hard work of Red Door and our Treasurer.

Operationally, working with Red Door, we have made an on-going effort to review and refine all third-party contracts and arrangements, always with the goal of better cost control and better service. This is still a work-in-progress and will need to continue in FY23/24 with formal reviews and tendering of outsourced work and supply arrangements.

In our post AGM meeting the council also reviewed all outstanding invoices as well as a lengthy list of outstanding maintenance requests and items. We made decisions on the invoices and undertook to deal with all outstanding maintenance requests, some of which had been initiated in 2019/2020. I believe all of these have been dealt with, allowing us to focus on new requests more quickly.

Maintenance of Common Property

Maintenance is an on-going and often demanding issue. Our goal has been to identify opportunities for professional, routine preventative maintenance programs. One such was started by the previous council for inspecting the roofs of all buildings and identifying potential issues. We have now extended this concept to our mechanical systems with a service contract issued to Daryl Evans. Daryl Evans now performs regular routine maintenance on all of our buildings. At our request they undertook a detailed survey of all of our mechanical systems which identified that our boilers needed overdue servicing, which is now being done on

all four buildings. Daryl Evans has also taken over the repair of our plumbing systems, including on-going failures of the Aquatherm hot water piping, which have been the cause of frustration, water leaks, hallway ceiling repairs, etc. On their recommendation council is now investigating options for eliminating this on-going emergency repair cycle so that we have a more permanent solution to the problem. At the end of the day the goal is to have all of our building maintenance in preventative maintenance programs where the “emergency or urgent repair” becomes the exception and not the rule.

Another maintenance area we are working on is to create a yearly schedule for all inspections, maintenance items, etc. There have been issues where inspections have not been done on schedule and the council is committed to ensuring scheduled inspections become a routine function of building maintenance.

Mike Knight and Shane continually monitor water issues in the parkade, which evidently are common in all parkades. Mike has undertaken the difficult job of following up on our warranty claims, working with our lawyers, insurance underwriters, and the developer.

Major Projects

The big project this year is the exterior renovation of 5099 which, with the work now in progress, is extensive. Mike Knight has been instrumental in representing the strata in organizing this work and reviewing all documentation. The work is now underway and the patience and cooperation of the 5099 residents is most appreciated. For those of us who live in the other buildings I can only say our turn will come. From conceptualization to now has taken a considerable amount of the council’s time.

Our other big project this year has been landscaping, starting off with the removal of trees which threaten our buildings and parkade integrity. We decided to approach the city for approval to revise our original (developer) landscaping plans so as to better protect our property. The city approved our phased plan starting with the removal of all quaking aspens as well as conifers on top of our parkade membrane. Fortunately, two owners Judith and Keith Walsh, who are each certified horticulturists with over 30 years of experience, agreed to help with this project. Their help has been invaluable. With their advice 120+ trees were identified for removal. The City issued the removal permits and the trees removed. The next phase of the project is to remediate the entire property as appropriate, including everything from minor bed re-positioning, proper tree pruning, soil remediation, top dressing, mulching, planting, etc. in preparation for tree replanting. To this end we are preparing a replanting plan for submission to, and approval by, the city. Once the revised plan is approved, we will start replanting when seasonally appropriate.

Communication

The Council and Red Door have worked hard to improve communication with residents and owners. Trying to deal with requests in a timely fashion and providing information updates to keep everyone informed. The council also initiated a new website, **www.bcs4118.com**, which now provides lots of strata relevant information to both residents and owners and eventually become a one link shop to everything strata. The website includes a service request form which provides all residents with a direct link to the property manager and council without initiating lengthy email chains. The website is still a work-in-progress but the goal is to have a one stop location for everything strata related. Service form requests will ultimately be logged and tracked to better serve all owners and residents. The planned website will also allow owner/resident social event calendars, announcements, lost and found, wanted lists, etc. all on one website.

Finally, I would like to note that many owners contribute to the well-being of the strata by making council and/or Red Door aware of problems and concerns. This input is most appreciated. Having said that I wish to note that strata is not a landlord. Strata is responsible for common property and if something is inside your strata lot it is most likely your responsibility.

In closing, Tsawwassen Springs is a great place to live with great neighbors and council wants to keep it that way. Personally, I'd like to thank the council team members this past year and the entire Red Door team for their commitment to the strata, commitment of their personal time, and dedication to the task.

Ron Foreman, (on behalf of the entire council)

President BCS4118

* Amounts in cad
 Tsawwassen Springs Condos BCS4118 (bcs4118)
Balance Sheet (With Period Change)
 Period = May 2023

	Balance	Balance	Net
	23-May	22-May	Change
ASSETS			
CASH			
Petty Cash	500.00	900.00	-400.00
Bank - Operating	6,775.47	3,537.78	3,237.69
Bank - CRF	507,071.17	750,117.17	-243,046.00
Bank - Special Levy	403,251.42	0.00	403,251.42
Bank - CRF-GIC Other	400,000.00	0.00	400,000.00
TOTAL CASH	1,317,598.06	754,554.95	563,043.11
ACCOUNTS RECEIVABLE			
Accounts Receivable	189,554.87	11,453.55	178,101.32
Other Receivables	1,000.00	52,312.04	-51,312.04
CRF-Due from Operating Fund	30,558.15	44,098.74	-13,540.59
TOTAL ACCOUNTS RECEIVABLE	221,113.02	107,864.33	113,248.69
PREPAIDS			
Prepaid Insurance	60,335.39	56,820.09	3,515.30
Prepaid Other	0.00	6,253.40	-6,253.40
TOTAL PREPAIDS	60,335.39	63,073.49	-2,738.10
TOTAL ASSETS	1,599,046.47	925,492.77	673,553.70
LIABILITIES AND CAPITAL			
LIABILITIES			
Accounts Payable	82,443.79	92,736.57	-10,292.78
Prepaid Fees	2,554.86	2,406.75	148.11
CRF-Due from Operating Fund	30,558.15	44,098.74	-13,540.59
Accrued Miscellaneous	11,119.82	87,470.15	-76,350.33
TOTAL LIABILITIES	126,676.62	226,712.21	-100,035.59
CAPITAL			
RESERVE FUND			
CONTINGENCY RESERVE FUND			
Contingency Reserve Fund Opening Balance	685,300.27	794,215.91	-108,915.64
Contingency Reserve Fund Contribution	218,361.78	0.00	218,361.78
Contingency Reserve Fund Interest	8,274.39	0.00	8,274.39
Contingency Reserve Fund Expenditures	-4,865.27	0.00	-4,865.27
Contingency Reserve Fund - Transfers	-30,558.15	0.00	-30,558.15
TOTAL CONTINGENCY RESERVE FUND	876,513.02	794,215.91	82,297.11
SPECIAL LEVY RESERVE FUND			
Special Levy Reserve Fund-Contribution	578,000.00	0.00	578,000.00
Special Levy Reserve Fund Interest	224.99	0.00	224.99
Special Levy Reserve Fund - Expenditures	0.00	0.00	0.00
TOTAL SPECIAL LEVY RESERVE FUND	578,224.99	0.00	578,224.99
TOTAL RESERVE FUND	1,454,738.01	794,215.91	660,522.10
SURPLUS			
Opening Surplus (Deficit)	-21,753.89	-71,632.36	49,878.47
Current Period Surplus (Deficit)	39,385.73	-23,802.99	63,188.72
TOTAL SURPLUS	17,631.84	-95,435.35	113,067.19
TOTAL CAPITAL	1,472,369.85	698,780.56	773,589.29
TOTAL LIABILITIES AND CAPITAL	1,599,046.47	925,492.77	673,553.70

Budget Comparison

Tsawwassen Springs Condos BCS4118

From/To Period:05/2023 - 05/2023

		PTD Actual	PTD Budget	YTD Actual	YTD Budget	Variance	Annual
4000	INCOME						
4510	Strata Fees	158,819.45	158,819.84	1,905,833.50	1,905,838.04	(4.54)	1,905,838.04
4550	Parking	975.00	900.00	10,405.00	10,800.00	(395.00)	10,800.00
4630	Move In Charges	800.00	1,958.33	13,300.00	23,500.00	(10,200.00)	23,500.00
4650	Move Out Charges	(125.00)	0.00	0.00	0.00	0.00	0.00
4700	Miscellaneous Income	775.00	352.08	7,920.25	4,225.00	3,695.25	4,225.00
4800	Late Fee	0.00	83.33	550.00	1,000.00	(450.00)	1,000.00
4820	Bank Interest	180.00	125.00	2,186.42	1,500.00	686.42	1,500.00
4830	Cleanup	0.05	0.00	0.17	0.00	0.17	0.00
4990	TOTAL INCOME	161,424.50	162,238.58	1,940,195.34	1,946,863.04	(6,667.70)	1,946,863.04
5000	EXPENSES						
6000	OPERATING EXPENSES						
6015	Administration	2,183.63	625.00	6,132.22	7,500.00	1,367.78	7,500.00
6030	Audit Fees	315.00	466.67	315.00	5,600.00	5,285.00	5,600.00
6045	Bank Charges	57.66	83.33	839.75	1,000.00	160.25	1,000.00
6065	Legal Fees/Consulting	388.09	1,250.00	5,185.37	15,000.00	9,814.63	15,000.00
6070	Management Fees	11,497.50	8,233.33	90,140.80	98,800.00	8,659.20	98,800.00
6085	Office	0.00	666.67	6,229.45	8,000.00	1,770.55	8,000.00
6200	General Repairs & Maintenance	7,858.19	6,916.67	98,383.23	83,000.00	(15,383.23)	83,000.00
6215	Elevator	3,993.00	4,666.67	60,854.32	56,000.00	(4,854.32)	56,000.00
6220	Fire & Safety	1,514.10	4,166.67	35,950.57	50,000.00	14,049.43	50,000.00
6225	Pest Control	363.83	416.67	5,849.42	5,000.00	(849.42)	5,000.00
6230	Parkade	0.00	750.00	5,819.19	9,000.00	3,180.81	9,000.00
6235	Locks & Keys	0.00	541.67	4,983.24	6,500.00	1,516.76	6,500.00
6240	Janitorial	11,772.21	12,916.67	136,943.00	155,000.00	18,057.00	155,000.00
6245	Painting	0.00	416.67	2,205.00	5,000.00	2,795.00	5,000.00
6250	Carpet Cleaning	0.00	416.67	3,688.13	5,000.00	1,311.87	5,000.00
6251	Window Cleaning	8,960.18	2,500.00	40,250.18	30,000.00	(10,250.18)	30,000.00
6252	Duct/Vent Cleaning	0.00	1,083.33	1,113.00	13,000.00	11,887.00	13,000.00
6260	HVAC/Mechanical	13,985.09	5,833.33	71,660.61	70,000.00	(1,660.61)	70,000.00
6270	Landscaping	11,035.66	10,833.33	130,532.93	130,000.00	(532.93)	130,000.00
6271	Landscaping Improvements	0.00	1,833.33	4,435.01	22,000.00	17,564.99	22,000.00
6272	Irrigation	0.00	416.67	7,172.48	5,000.00	(2,172.48)	5,000.00
6273	Fountain/Pool/Spa Maintenance	0.00	666.67	0.00	8,000.00	8,000.00	8,000.00
6279	Snow Removal	0.00	666.67	22,594.03	8,000.00	(14,594.03)	8,000.00
6320	Insurance	42,402.89	38,250.00	475,965.62	459,000.00	(16,965.62)	459,000.00
6410	Electricity	10,318.14	9,166.67	92,991.12	110,000.00	17,008.88	110,000.00
6415	Gas	7,782.14	4,166.67	54,028.34	50,000.00	(4,028.34)	50,000.00
6420	Water and Sewer	13,299.02	7,083.33	79,621.39	85,000.00	5,378.61	85,000.00
6425	Geothermal	12,133.37	11,833.33	146,564.21	142,000.00	(4,564.21)	142,000.00
6430	Waste Removal/Recycling	11,267.00	5,833.33	75,411.82	70,000.00	(5,411.82)	70,000.00
6465	Enterphone	0.00	258.33	1,774.45	3,100.00	1,325.55	3,100.00
6475	Telephone	2,463.85	1,083.33	14,813.95	13,000.00	(1,813.95)	13,000.00
6990	TOTAL OPERATING EXPENSES	173,590.55	144,041.68	1,682,447.83	1,728,500.00	46,052.17	1,728,500.00
8010	Contingency Fund Transfer	18,196.74	18,196.92	218,361.78	218,363.04	1.26	218,363.04
8990	TOTAL EXPENSES	191,787.29	162,238.60	1,900,809.61	1,946,863.04	46,053.43	1,946,863.04
9090	NET INCOME	(30,362.79)	(0.02)	39,385.73	0.00	39,385.73	0.00

**BCS4118 - Tsawwassen Springs
Proposed Budget
June 1, 2023 - May 31, 2024**

		2022-2023 Budget	Year End Actuals May 31, 2023	2023-2024 Proposed Budget
INCOME				
4510	Strata Fees	1,905,838.04	1,905,833.50	1,952,014.02
4500	Parking	10,800.00	10,405.00	10,000.00
4630	Move In Charges	23,500.00	13,300.00	15,000.00
4700	Micellaneous Income	4,225.00	7,920.42	5,000.00
4800	Late Fee	1,000.00	550.00	
4820	Bank Interest	1,500.00	2,186.42	1,500.00
4610	Surplus			39,385.73
4990	TOTAL INCOME	1,946,863.04	1,940,195.34	2,022,899.75

OPERATING EXPENSES				
6015	Administration	7,500.00	6,132.22	12,000.00
6030	Audit Fees	5,600.00	315.00	1,000.00
6045	Bank Charges	1,000.00	839.75	1,000.00
6065	Legal Fees/Consulting	15,000.00	5,185.37	10,000.00
6070	Management Fees	98,800.00	90,140.80	78,120.00
6085	Office	8,000.00	6,229.45	8,000.00
6200	General Repairs & Maintenance	83,000.00	98,383.23	83,000.00
6215	Elevator	56,000.00	60,854.32	60,000.00
6220	Fire & Safety	50,000.00	35,950.57	40,000.00
6225	Pest Control	5,000.00	5,849.42	5,000.00
6230	Parkade	9,000.00	5,819.19	9,000.00
6235	Locks & Keys	6,500.00	4,983.24	6,500.00
6240	Janitorial/Caretaking	155,000.00	136,943.00	140,000.00
6245	Painting	5,000.00	2,205.00	7,000.00
6250	Carpet Cleaning	5,000.00	3,688.13	5,000.00
6251	Window Cleaning	30,000.00	40,250.18	30,000.00
6252	Duct/Vent Cleaning	13,000.00	1,113.00	14,566.00
6260	HVAC/Mechanical	70,000.00	71,660.61	89,095.00
6270	Landscaping	130,000.00	130,532.93	132,540.00
6271	Landscaping Improvements	22,000.00	4,435.01	5,000.00
6272	Irrigation	5,000.00	7,172.48	5,000.00
6273	Fountain/Pool/Spa Maintenance	8,000.00	0.00	8,000.00
6279	Snow Removal	8,000.00	22,594.03	10,000.00
6320	Insurance	459,000.00	475,965.62	520,000.00
6410	Electricity	110,000.00	92,991.12	100,000.00
6415	Gas	50,000.00	54,028.34	60,000.00
6420	Water and Sewer	85,000.00	79,621.39	85,000.00
6425	Geothermal	142,000.00	146,564.21	146,000.00
6430	Waste Removal/Recycling	70,000.00	75,411.82	76,000.00
6465	Enterphone	3,100.00	1,774.45	3,000.00
6475	Telephone	13,000.00	14,813.95	13,000.00
6550	Pr Yr Deficit			21,753.89
	TOTAL OPERATING EXPENSES	1,728,500.00	1,682,447.83	1,784,574.89
8010	Contingency Fund Transfer	218,363.04	218,361.78	218,361.78
8010	Contingency Fund Transfer - Surplus 2023			19,963.08
	TOTAL EXPENSES	1,946,863.04	1,900,809.61	2,022,899.75
	NET INCOME	-	39,385.73	0.00

**BCS4118 - Tsawwassen Springs
Strata Fees
June 1, 2023 - May 31, 2024**

Strata Lot	Unit	Unit Entitlement	Current Monthly Fees	Proposed Operating Contribution	Proposed CRF Contribution	Proposed Monthly Fees	Change in Monthly Fees	Adjusted Fees for August 1st
5099 Springs								
1	101	79	385.41	350.59	44.16	394.75	9.34	413.43
2	102	80	390.29	355.03	44.72	399.75	9.46	418.66
3	103	116	565.92	514.80	64.84	579.64	13.71	607.06
4	104	142	692.77	630.18	79.37	709.55	16.78	743.12
5	105	142	692.77	630.18	79.37	709.55	16.78	743.12
6	106	132	643.98	585.80	73.78	659.59	15.60	690.79
7	107	102	497.62	452.66	57.02	509.68	12.06	533.79
8	108	102	497.62	452.66	57.02	509.68	12.06	533.79
9	109	130	634.23	576.93	72.67	649.59	15.37	680.32
10	110	142	692.77	630.18	79.37	709.55	16.78	743.12
11	111	142	692.77	630.18	79.37	709.55	16.78	743.12
12	112	116	565.92	514.80	64.84	579.64	13.71	607.06
13	113	80	390.29	355.03	44.72	399.75	9.46	418.66
14	201	80	390.29	355.03	44.72	399.75	9.46	418.66
15	202	80	390.29	355.03	44.72	399.75	9.46	418.66
16	203	116	565.92	514.80	64.84	579.64	13.71	607.06
17	204	142	692.77	630.18	79.37	709.55	16.78	743.12
18	205	142	692.77	630.18	79.37	709.55	16.78	743.12
19	206	140	683.01	621.30	78.26	699.56	16.55	732.66
20	207	102	497.62	452.66	57.02	509.68	12.06	533.79
21	208	102	497.62	452.66	57.02	509.68	12.06	533.79
22	209	138	673.25	612.43	77.14	689.57	16.31	722.19
23	210	142	692.77	630.18	79.37	709.55	16.78	743.12
24	211	142	692.77	630.18	79.37	709.55	16.78	743.12
25	212	115	561.05	510.36	64.28	574.64	13.59	601.83
26	213	80	390.29	355.03	44.72	399.75	9.46	418.66
27	214	80	390.29	355.03	44.72	399.75	9.46	418.66
28	301	80	390.29	355.03	44.72	399.75	9.46	418.66
29	302	80	390.29	355.03	44.72	399.75	9.46	418.66
30	303	116	565.92	514.80	64.84	579.64	13.71	607.06
31	304	142	692.77	630.18	79.37	709.55	16.78	743.12
32	305	142	692.77	630.18	79.37	709.55	16.78	743.12
33	306	140	683.01	621.30	78.26	699.56	16.55	732.66
34	307	102	497.62	452.66	57.02	509.68	12.06	533.79
35	308	102	497.62	452.66	57.02	509.68	12.06	533.79
36	309	138	673.25	612.43	77.14	689.57	16.31	722.19
37	310	142	692.77	630.18	79.37	709.55	16.78	743.12
38	311	142	692.77	630.18	79.37	709.55	16.78	743.12
39	312	115	561.05	510.36	64.28	574.64	13.59	601.83
40	313	80	390.29	355.03	44.72	399.75	9.46	418.66
41	314	80	390.29	355.03	44.72	399.75	9.46	418.66
42	401	80	390.29	355.03	44.72	399.75	9.46	418.66
43	402	80	390.29	355.03	44.72	399.75	9.46	418.66
44	403	116	565.92	514.80	64.84	579.64	13.71	607.06
45	404	142	692.77	630.18	79.37	709.55	16.78	743.12
46	405	142	692.77	630.18	79.37	709.55	16.78	743.12
47	406	139	678.13	616.87	77.70	694.56	16.43	727.42

**BCS4118 - Tsawwassen Springs
Strata Fees
June 1, 2023 - May 31, 2024**

Strata Lot	Unit	Unit Entitlement	Current Monthly Fees	Proposed Operating Contribution	Proposed CRF Contribution	Proposed Monthly Fees	Change in Monthly Fees	Adjusted Fees for August 1st
5099 Springs								
48	407	102	497.62	452.66	57.02	509.68	12.06	533.79
49	408	102	497.62	452.66	57.02	509.68	12.06	533.79
50	409	138	673.25	612.43	77.14	689.57	16.31	722.19
51	410	142	692.77	630.18	79.37	709.55	16.78	743.12
52	411	142	692.77	630.18	79.37	709.55	16.78	743.12
53	412	115	561.05	510.36	64.28	574.64	13.59	601.83
54	413	80	390.29	355.03	44.72	399.75	9.46	418.66
55	414	79	385.41	350.59	44.16	394.75	9.34	413.43
5055 Springs								
56	102	83	404.93	368.34	46.39	414.74	9.81	434.36
57	103	85	414.69	377.22	47.51	424.73	10.05	444.83
58	104	104	507.38	461.54	58.13	519.67	12.29	544.26
59	105	150	731.80	665.68	83.85	749.53	17.73	784.99
60	106	134	653.74	594.68	74.90	669.58	15.84	701.26
61	108	191	931.82	847.64	106.76	954.40	22.58	999.55
62	109	110	536.65	488.17	61.49	549.65	13.00	575.66
63	110	117	570.80	519.23	65.40	584.63	13.83	612.29
64	111	97	473.23	430.48	54.22	484.70	11.47	507.63
65	112	149	726.92	661.25	83.29	744.53	17.61	779.76
66	113	105	512.26	465.98	58.69	524.67	12.41	549.49
67	114	85	414.69	377.22	47.51	424.73	10.05	444.83
68	115	83	404.93	368.34	46.39	414.74	9.81	434.36
69	116	69	336.63	306.21	38.57	344.78	8.16	361.10
70	201	70	341.51	310.65	39.13	349.78	8.27	366.33
71	202	83	404.93	368.34	46.39	414.74	9.81	434.36
72	203	85	414.69	377.22	47.51	424.73	10.05	444.83
73	204	115	561.05	510.36	64.28	574.64	13.59	601.83
74	205	149	726.92	661.25	83.29	744.53	17.61	779.76
75	206	97	473.23	430.48	54.22	484.70	11.47	507.63
76	207	228	1112.33	1011.84	127.45	1139.28	26.95	1193.19
77	210	227	1107.46	1007.40	126.89	1134.29	26.83	1187.95
78	211	97	473.23	430.48	54.22	484.70	11.47	507.63
79	212	150	731.80	665.68	83.85	749.53	17.73	784.99
80	213	117	570.80	519.23	65.40	584.63	13.83	612.29
81	214	86	419.56	381.66	48.07	429.73	10.17	450.06
82	215	83	404.93	368.34	46.39	414.74	9.81	434.36
83	216	69	336.63	306.21	38.57	344.78	8.16	361.10
84	301	70	341.51	310.65	39.13	349.78	8.27	366.33
85	302	83	404.93	368.34	46.39	414.74	9.81	434.36
86	303	85	414.69	377.22	47.51	424.73	10.05	444.83
87	304	116	565.92	514.80	64.84	579.64	13.71	607.06
88	305	149	726.92	661.25	83.29	744.53	17.61	779.76
89	306	134	653.74	594.68	74.90	669.58	15.84	701.26
90	308	190	926.95	843.20	106.20	949.40	22.46	994.32
91	309	109	531.77	483.73	60.93	544.66	12.88	570.43
92	310	117	570.80	519.23	65.40	584.63	13.83	612.29
93	311	97	473.23	430.48	54.22	484.70	11.47	507.63
94	312	148	722.04	656.81	82.73	739.54	17.49	774.52
95	313	115	561.05	510.36	64.28	574.64	13.59	601.83

**BCS4118 - Tsawwassen Springs
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Strata Lot	Unit	Unit Entitlement	Current Monthly Fees	Proposed Operating Contribution	Proposed CRF Contribution	Proposed Monthly Fees	Change in Monthly Fees	Adjusted Fees for August 1st
5055 Springs								
96	314	84	409.81	372.78	46.95	419.74	9.93	439.59
97	315	83	404.93	368.34	46.39	414.74	9.81	434.36
98	316	68	331.75	301.78	38.01	339.79	8.04	355.86
99	401	153	746.43	679.00	85.52	764.52	18.09	800.69
100	403	85	414.69	377.22	47.51	424.73	10.05	444.83
101	404	115	561.05	510.36	64.28	574.64	13.59	601.83
102	405	149	726.92	661.25	83.29	744.53	17.61	779.76
103	406	134	653.74	594.68	74.90	669.58	15.84	701.26
104	408	189	922.07	838.76	105.65	944.41	22.34	989.09
105	409	110	536.65	488.17	61.49	549.65	13.00	575.66
106	410	117	570.80	519.23	65.40	584.63	13.83	612.29
107	411	97	473.23	430.48	54.22	484.70	11.47	507.63
108	412	149	726.92	661.25	83.29	744.53	17.61	779.76
109	413	114	556.17	505.92	63.72	569.64	13.48	596.59
110	414	85	414.69	377.22	47.51	424.73	10.05	444.83
111	415	151	736.68	670.12	84.40	754.53	17.85	790.22
112	501	154	751.31	683.43	86.08	769.52	18.20	805.92
113	503	85	414.69	377.22	47.51	424.73	10.05	444.83
114	504	116	565.92	514.80	64.84	579.64	13.71	607.06
115	505	149	726.92	661.25	83.29	744.53	17.61	779.76
116	506	134	653.74	594.68	74.90	669.58	15.84	701.26
117	508	188	917.19	834.32	105.09	939.41	22.22	983.85
118	509	109	531.77	483.73	60.93	544.66	12.88	570.43
119	510	117	570.80	519.23	65.40	584.63	13.83	612.29
120	511	97	473.23	430.48	54.22	484.70	11.47	507.63
121	512	149	726.92	661.25	83.29	744.53	17.61	779.76
122	513	115	561.05	510.36	64.28	574.64	13.59	601.83
123	514	86	419.56	381.66	48.07	429.73	10.17	450.06
124	515	153	746.43	679.00	85.52	764.52	18.09	800.69
125	601	153	746.43	679.00	85.52	764.52	18.09	800.69
126	603	85	414.69	377.22	47.51	424.73	10.05	444.83
127	604	244	1190.39	1082.84	136.39	1219.23	28.84	1276.92
128	606	97	473.23	430.48	54.22	484.70	11.47	507.63
129	607	117	570.80	519.23	65.40	584.63	13.83	612.29
130	608	110	536.65	488.17	61.49	549.65	13.00	575.66
131	609	110	536.65	488.17	61.49	549.65	13.00	575.66
132	610	117	570.80	519.23	65.40	584.63	13.83	612.29
133	611	97	473.23	430.48	54.22	484.70	11.47	507.63
134	612	243	1185.51	1078.41	135.83	1214.24	28.72	1271.68
135	614	84	409.81	372.78	46.95	419.74	9.93	439.59
136	615	151	736.68	670.12	84.40	754.53	17.85	790.22
5011 Springs								
137	101	57	278.08	252.96	31.86	284.82	6.74	298.30
138	102	57	278.08	252.96	31.86	284.82	6.74	298.30
139	103	118	575.68	523.67	65.96	589.63	13.95	617.53
140	104	150	731.80	665.68	83.85	749.53	17.73	784.99
141	105	150	731.80	665.68	83.85	749.53	17.73	784.99
142	106	121	590.32	536.98	67.64	604.62	14.30	633.23
143	107	50	243.93	221.89	27.95	249.84	5.91	261.66

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Strata Lot	Unit	Unit Entitlement	Current Monthly Fees	Proposed Operating Contribution	Proposed CRF Contribution	Proposed Monthly Fees	Change in Monthly Fees	Adjusted Fees for August 1st
5011 Springs								
144	108	148	722.04	656.81	82.73	739.54	17.49	774.52
145	109	126	614.71	559.17	70.43	629.60	14.89	659.39
146	110	92	448.84	408.29	51.43	459.71	10.87	481.46
147	111	92	448.84	408.29	51.43	459.71	10.87	481.46
148	112	150	731.80	665.68	83.85	749.53	17.73	784.99
149	113	150	731.80	665.68	83.85	749.53	17.73	784.99
150	114	94	458.59	417.16	52.54	469.70	11.11	491.93
151	115	94	458.59	417.16	52.54	469.70	11.11	491.93
152	201	57	278.08	252.96	31.86	284.82	6.74	298.30
153	202	57	278.08	252.96	31.86	284.82	6.74	298.30
154	203	119	580.56	528.11	66.52	594.63	14.07	622.76
155	204	150	731.80	665.68	83.85	749.53	17.73	784.99
156	205	150	731.80	665.68	83.85	749.53	17.73	784.99
157	206	122	595.20	541.42	68.19	609.62	14.42	638.46
158	207	51	248.81	226.33	28.51	254.84	6.03	266.90
159	208	148	722.04	656.81	82.73	739.54	17.49	774.52
160	209	126	614.71	559.17	70.43	629.60	14.89	659.39
161	210	92	448.84	408.29	51.43	459.71	10.87	481.46
162	211	92	448.84	408.29	51.43	459.71	10.87	481.46
163	212	149	726.92	661.25	83.29	744.53	17.61	779.76
164	213	150	731.80	665.68	83.85	749.53	17.73	784.99
165	214	93	453.72	412.72	51.98	464.71	10.99	486.69
166	215	94	458.59	417.16	52.54	469.70	11.11	491.93
167	216	57	278.08	252.96	31.86	284.82	6.74	298.30
168	301	57	278.08	252.96	31.86	284.82	6.74	298.30
169	302	57	278.08	252.96	31.86	284.82	6.74	298.30
170	303	118	575.68	523.67	65.96	589.63	13.95	617.53
171	304	150	731.80	665.68	83.85	749.53	17.73	784.99
172	305	150	731.80	665.68	83.85	749.53	17.73	784.99
173	306	122	595.20	541.42	68.19	609.62	14.42	638.46
174	307	51	248.81	226.33	28.51	254.84	6.03	266.90
175	308	148	722.04	656.81	82.73	739.54	17.49	774.52
176	309	126	614.71	559.17	70.43	629.60	14.89	659.39
177	310	93	453.72	412.72	51.98	464.71	10.99	486.69
178	311	92	448.84	408.29	51.43	459.71	10.87	481.46
179	312	150	731.80	665.68	83.85	749.53	17.73	784.99
180	313	150	731.80	665.68	83.85	749.53	17.73	784.99
181	314	93	453.72	412.72	51.98	464.71	10.99	486.69
182	315	94	458.59	417.16	52.54	469.70	11.11	491.93
183	316	57	278.08	252.96	31.86	284.82	6.74	298.30
184	401	57	278.08	252.96	31.86	284.82	6.74	298.30
185	402	57	278.08	252.96	31.86	284.82	6.74	298.30
186	403	118	575.68	523.67	65.96	589.63	13.95	617.53
187	404	150	731.80	665.68	83.85	749.53	17.73	784.99
188	405	150	731.80	665.68	83.85	749.53	17.73	784.99
189	406	122	595.20	541.42	68.19	609.62	14.42	638.46
190	407	51	248.81	226.33	28.51	254.84	6.03	266.90
191	408	148	722.04	656.81	82.73	739.54	17.49	774.52
192	409	126	614.71	559.17	70.43	629.60	14.89	659.39
193	410	92	448.84	408.29	51.43	459.71	10.87	481.46
194	411	93	453.72	412.72	51.98	464.71	10.99	486.69

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Strata Lot	Unit	Unit Entitlement	Current Monthly Fees	Proposed Operating Contribution	Proposed CRF Contribution	Proposed Monthly Fees	Change in Monthly Fees	Adjusted Fees for August 1st
5011 Springs								
195	412	150	731.80	665.68	83.85	749.53	17.73	784.99
196	413	150	731.80	665.68	83.85	749.53	17.73	784.99
197	414	93	453.72	412.72	51.98	464.71	10.99	486.69
198	415	94	458.59	417.16	52.54	469.70	11.11	491.93
199	416	57	278.08	252.96	31.86	284.82	6.74	298.30
200	501	114	556.17	505.92	63.72	569.64	13.48	596.59
201	503	118	575.68	523.67	65.96	589.63	13.95	617.53
202	505	241	1175.76	1069.53	134.71	1204.24	28.49	1261.22
203	506	122	595.20	541.42	68.19	609.62	14.42	638.46
204	507	51	248.81	226.33	28.51	254.84	6.03	266.90
205	508	148	722.04	656.81	82.73	739.54	17.49	774.52
206	509	127	619.59	563.61	70.99	634.60	15.01	664.63
207	510	92	448.84	408.29	51.43	459.71	10.87	481.46
208	511	92	448.84	408.29	51.43	459.71	10.87	481.46
209	512	150	731.80	665.68	83.85	749.53	17.73	784.99
210	513	150	731.80	665.68	83.85	749.53	17.73	784.99
211	514	93	453.72	412.72	51.98	464.71	10.99	486.69
212	515	94	458.59	417.16	52.54	469.70	11.11	491.93
213	516	57	278.08	252.96	31.86	284.82	6.74	298.30
214	601	114	556.17	505.92	63.72	569.64	13.48	596.59
215	603	118	575.68	523.67	65.96	589.63	13.95	617.53
216	605	269	1312.36	1193.79	150.36	1344.16	31.80	1407.75
217	606	122	595.20	541.42	68.19	609.62	14.42	638.46
218	607	51	248.81	226.33	28.51	254.84	6.03	266.90
219	608	150	731.80	665.68	83.85	749.53	17.73	784.99
220	609	126	614.71	559.17	70.43	629.60	14.89	659.39
221	610	92	448.84	408.29	51.43	459.71	10.87	481.46
222	611	93	453.72	412.72	51.98	464.71	10.99	486.69
223	612	268	1307.48	1189.35	149.80	1339.16	31.68	1402.52
224	614	94	458.59	417.16	52.54	469.70	11.11	491.93
225	615	95	463.47	421.60	53.10	474.70	11.23	497.16
226	616	57	278.08	252.96	31.86	284.82	6.74	298.30
4977 Springs								
227	101	92	448.84	408.29	51.43	459.71	10.87	481.46
228	102	93	453.72	412.72	51.98	464.71	10.99	486.69
229	103	57	278.08	252.96	31.86	284.82	6.74	298.30
230	104	148	722.04	656.81	82.73	739.54	17.49	774.52
231	105	148	722.04	656.81	82.73	739.54	17.49	774.52
232	106	57	278.08	252.96	31.86	284.82	6.74	298.30
233	107	93	453.72	412.72	51.98	464.71	10.99	486.69
234	108	124	604.95	550.30	69.31	619.61	14.66	648.93
235	109	123	600.07	545.86	68.75	614.61	14.54	643.69
236	110	93	453.72	412.72	51.98	464.71	10.99	486.69
237	111	57	278.08	252.96	31.86	284.82	6.74	298.30
238	112	149	726.92	661.25	83.29	744.53	17.61	779.76
239	113	148	722.04	656.81	82.73	739.54	17.49	774.52
240	114	57	278.08	252.96	31.86	284.82	6.74	298.30
241	115	93	453.72	412.72	51.98	464.71	10.99	486.69
242	201	91	443.96	403.85	50.87	454.71	10.76	476.23
243	202	93	453.72	412.72	51.98	464.71	10.99	486.69

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4977 Springs								
244	203	57	278.08	252.96	31.86	284.82	6.74	298.30
245	204	148	722.04	656.81	82.73	739.54	17.49	774.52
246	205	148	722.04	656.81	82.73	739.54	17.49	774.52
247	206	57	278.08	252.96	31.86	284.82	6.74	298.30
248	207	93	453.72	412.72	51.98	464.71	10.99	486.69
249	208	123	600.07	545.86	68.75	614.61	14.54	643.69
250	209	123	600.07	545.86	68.75	614.61	14.54	643.69
251	210	93	453.72	412.72	51.98	464.71	10.99	486.69
252	211	57	278.08	252.96	31.86	284.82	6.74	298.30
253	212	148	722.04	656.81	82.73	739.54	17.49	774.52
254	213	148	722.04	656.81	82.73	739.54	17.49	774.52
255	214	57	278.08	252.96	31.86	284.82	6.74	298.30
256	215	93	453.72	412.72	51.98	464.71	10.99	486.69
257	216	92	448.84	408.29	51.43	459.71	10.87	481.46
258	301	92	448.84	408.29	51.43	459.71	10.87	481.46
259	302	93	453.72	412.72	51.98	464.71	10.99	486.69
260	303	57	278.08	252.96	31.86	284.82	6.74	298.30
261	304	148	722.04	656.81	82.73	739.54	17.49	774.52
262	305	148	722.04	656.81	82.73	739.54	17.49	774.52
263	306	57	278.08	252.96	31.86	284.82	6.74	298.30
264	307	93	453.72	412.72	51.98	464.71	10.99	486.69
265	308	123	600.07	545.86	68.75	614.61	14.54	643.69
266	309	123	600.07	545.86	68.75	614.61	14.54	643.69
267	310	93	453.72	412.72	51.98	464.71	10.99	486.69
268	311	57	278.08	252.96	31.86	284.82	6.74	298.30
269	312	148	722.04	656.81	82.73	739.54	17.49	774.52
270	313	148	722.04	656.81	82.73	739.54	17.49	774.52
271	314	57	278.08	252.96	31.86	284.82	6.74	298.30
272	315	93	453.72	412.72	51.98	464.71	10.99	486.69
273	316	93	453.72	412.72	51.98	464.71	10.99	486.69
274	401	92	448.84	408.29	51.43	459.71	10.87	481.46
275	402	93	453.72	412.72	51.98	464.71	10.99	486.69
276	403	58	282.96	257.40	32.42	289.82	6.86	303.53
277	404	149	726.92	661.25	83.29	744.53	17.61	779.76
278	405	148	722.04	656.81	82.73	739.54	17.49	774.52
279	406	57	278.08	252.96	31.86	284.82	6.74	298.30
280	407	93	453.72	412.72	51.98	464.71	10.99	486.69
281	408	124	604.95	550.30	69.31	619.61	14.66	648.93
282	409	123	600.07	545.86	68.75	614.61	14.54	643.69
283	410	93	453.72	412.72	51.98	464.71	10.99	486.69
284	411	57	278.08	252.96	31.86	284.82	6.74	298.30
285	412	149	726.92	661.25	83.29	744.53	17.61	779.76
286	413	148	722.04	656.81	82.73	739.54	17.49	774.52
287	414	57	278.08	252.96	31.86	284.82	6.74	298.30
288	415	94	458.59	417.16	52.54	469.70	11.11	491.93
289	416	93	453.72	412.72	51.98	464.71	10.99	486.69
ANNUAL		32554	158,819.84	144,471.02	18,196.82	162,667.84	3,848.00	170,363.83
			1,905,838.04	1,733,652.24	218,361.78	1,952,014.02		

$\frac{3}{4}$ VOTE RESOLUTION – BYLAW AMENDMENTS

of the owners, strata plan BCS4118

(Section 128 Strata Property act)

WHEREAS: As per Section 128, The Owners of BCS4118 “Tsawwassen Springs”, would like to amend the existing bylaws of the Strata Corporation by amending Bylaws: 7, 8 & 3. (13)

BE IT RESOLVED BY $\frac{3}{4}$ Vote RESOLUTION of BCS4118 “Tsawwassen Springs”, (the “Strata Corporation”) that the bylaws of the Strata Corporation be amended repealed or adopted, as the case may be, as follows:

1. Bylaw 7 - Permit Entry to Strata Lot:

RATIONAL: The strata is required by law to do fire safety inspections every year, the strata also undertakes annual duct cleaning for the benefit and safety of all residents. For these, and other reasons, the strata notify all owners and residents requesting entry. The problem is, there are always some units where access can not be gained, and service providers are required to make a return visit. Most often there is an additional cost to the strata which impacts all owners. It is the strata lot owner’s responsibility to ensure access when properly notified, the proposed motion would assess an automatic fine to owners who do not provide access, where their action results in additional expense to the strata. Offsetting the additional expenses.

Bylaw 7 which currently states:

7. Permit Entry to Strata Lot

7.(1) An owner, tenant, occupant or visitor must allow a person authorized by the strata corporation to enter the strata lot

(a) in an emergency, without notice, to ensure safety or prevent significant loss or damage, and

(b) at a reasonable time, on 48 hours' written notice, to inspect, repair or maintain common property, common assets and any portions of a strata lot that are the responsibility of the strata corporation to repair and maintain under these bylaws or insure under section 149 of the Act.

7.(2) The notice referred to in subsection (1)(b) must include the date and approximate time of entry, and the reason for entry.

Be amended to include: 7(3)

7.(3) Where an owner, tenant, occupant or visitor fails to allow entry to a strata lot per 7.(1) and 7.(2) and the strata incurs additional expenses as a result, the strata lot owner will be assessed a maximum fine of \$200 for each occurrence.

2. Bylaw 8 - Repair and Maintenance of Property by Strata Corporation:

Rational: The strata wish to ensure the safety of all residents. This motion hopefully encourages all residents to report smoke detector problems since the strata is assuming the cost of replacement and maintenance. All owners are benefited by the potential gains in safety and by a small reduction in their strata lot maintenance costs.

Bylaw 8 which currently states:

8. Repair and Maintenance of Property by Strata Corporation

8.(1) The strata corporation must repair and maintain all of the following:

- (a) common assets of the strata corporation;
- (b) common property that has not been designated as limited common property;
- (c) limited common property, but the duty to repair and maintain it is restricted to:
 - (i) repair and maintenance that in the ordinary course of events occurs less often than once a year;
 - (ii) all of the following, no matter how often repair or maintenance ordinarily occurs:
 - (A) the structure of a building;
 - (B) the exterior of a building;
 - (C) chimneys, stairs, balconies and other things attached to the exterior of a building;
 - (D) doors, windows or skylights on the exterior of a building or that front on the common property; and
 - (E) fences, railings and similar structures that enclose patios, balconies and yards.
- (d) a strata lot in a strata plan that is not a bare land strata plan, but the duty to repair and maintain it is restricted to
 - (i) the structure of a building;
 - (ii) the exterior of a building;
 - (iii) chimneys, stairs, balconies and other things attached to the exterior of a building;
 - (iv) doors, windows or skylights on the exterior of a building or that front on the common property; and
 - (v) fences, railings and similar structures that enclose patios, balconies and yards.

Be amended to add 8.(1)(c)(ii)(F)

(F) smoke detectors

End of Resolution

3. Bylaw 3. (13) Move In/Move Out

Rational: The monitoring charge during regular working hours is unnecessary as janitorial staff are already on site. Outside of regular hours results in additional staffing costs to the Strata. The proposed motion is to offset these additional costs. The two-hour minimum adjusts for travel time.

The rewording of (d) corrects the difference between the wording of our Bylaws and the wording of our Rules (Rule 4), so that wording is consistent between both.

Bylaw 3. (13) which currently states:

3. (13) Move In/Move Out

(a) Arrangements must be made by the owner of the strata lot, at least seven (7) days in advance of any move to ensure that the requested move date is available, elevator protective pads are placed and the janitorial/caretaking company is engaged for the duration of the move. If this does not occur and an owner gives less than one week's notice, or does not give notice, the owner is subject to a fine of Two Hundred (\$200) dollars.

(b) ALL MOVES MUST BE MONITORED by the designated staff member of the janitorial/caretaking company. The Caretaker will be responsible for locking the elevator and putting up the elevator protective covers. There is \$25 (twenty-five) per hour charge for the monitoring, payable by the owner or resident moving in or out. The minimum charge for the monitoring of the move is 2 (two) hours. The charge is the Strata Corporation's cost to have a staff member of the janitorial/caretaking company onsite during the move. The monitoring fee will be payable to the Strata Corporation BCS4118.

(c) The hours that the building janitorial/caretaking company is available for moves are between 8:00 am and 6:00 pm, Monday to Friday (except holidays). Any owners that wish to move outside of these hours, on weekends or on holidays, will be subject to a Fifty Dollar (\$50) per hour monitoring charge.

(d) A one-time Move-In/Move-Out shall be assessed a non-refundable Moving Fee of Two Hundred and Fifty Dollars, (\$250.00), which shall be due and payable a minimum of five (5) days in advance of the move.

(e) Each move-in and/or move-out shall also be assessed a refundable damage deposit of Five Hundred (\$500.00) Dollars, which shall be due and payable a minimum of five (5) days in advance of a move.

(f) The fees, as stated above, shall be paid separately for ease of return of the refundable deposit of Five Hundred (\$500.00) Dollars.

(g) The refundable deposit shall be returned to the payee, within seven (7) days following the move, if there is no major damage to the elevator or common property.

(h) As a courtesy to other residents that may need the elevator, the elevator will be locked only during the loading and unloading. The elevator must not be held locked for extended periods of time when the elevator is not in use.

- (i) All boxes must be flattened and properly disposed of in the bin for cardboard.
- (j) Owners are to pay due care and attention to the elevator, surrounding walls, carpets and doors when moving furniture.
- (k) Residents are directly responsible for moving personnel and/or friends/relatives who are assisting with their move. All must adhere to the Bylaws and Rules of the Strata Corporation.
- (m) Owners must advise the Strata Corporation of any changes in tenants and complete a Notice of Tenant's Responsibilities ("Form K") within two (2) weeks of renting (Section 146 of the Act).
- (n) Any move- that takes place without the proper notice and/or without deposits in place in accordance with the Strata Corporation Bylaws shall be subject to a fine of Two Hundred Dollars (\$200.00) in addition to the non-refundable move-in fee of Two Hundred and Fifty Dollars (\$250) in accordance with 3.(12)(d), which shall be assessed against the strata lot and is due and payable immediately upon assessment.

Be amended to:

- (b). ALL MOVES MUST BE MONITORED by the designated staff member of the janitorial/caretaking company. The Caretaker will be responsible for locking the elevator and putting up the elevator protective covers.
- (c). The hours that the building janitorial/caretaking company is available for moves are between 8:00 am and 6:00 pm, Monday to Friday (except holidays). Any owners that wish to move outside of these hours, on weekends or on holidays, will be subject to a Fifty Dollar (\$50) per hour monitoring charge, **with a two (2) hour minimum.**
- (d) **Each move-in and each move-out shall be assessed a non-refundable moving fee of Two Hundred (\$250.00) Dollars, which shall be due and payable a minimum of five (5) days in advance of the move.**

End of Resolution

$\frac{3}{4}$ VOTE RESOLUTION – WITHDRAW FUNDS FROM CONTINGENCY RESERVE FUND

of the owners, strata plan BCS4118

(Section 96 Strata Property act)

I. RATIONALE:

The existing Keyscan system, which reads FOBs, is no longer supported by the manufacturer, leading to a potential for failure. To ensure the functionality of the system we need to either upgrade it (approximately \$7,000) to use Windows 11 and Keyscan 7 and also force us to upgrade periodically or switch to another system, Kantech, which supports their system for the long term. While Kantech has a much higher initial cost it will save money in the long term. The recommendation is to upgrade our door access system to Kantech.

WHEREAS: As per Section 96, The Owners of BCS4118 “Tsawwassen Springs”, would like approval to withdraw up to \$38,000 to upgrade the Door Access System for all buildings.

BE IT RESOLVED BY $\frac{3}{4}$ Vote RESOLUTION of BCS4118 “Tsawwassen Springs”, (the “Strata Corporation”) approve the withdrawal of up to a maximum of \$38,000 to upgrade the door access system for all buildings.

End of Resolution

3/4 VOTE RESOLUTION – WITHDRAW FUNDS FROM CONTINGENCY RESERVE FUND

of the owners, strata plan BCS4118

(Section 96 Strata Property act)

II. RATIONALE:

The Council had an owner request to provide automatic door openers to assist residents experiencing difficulties entering the buildings. Given our aging population, the council undertook to investigate the cost of providing automated door access for all buildings and for both the main entrance and the parkade. The proposed solution requires security access to unlock the doors before opening.

WHEREAS: As per Section 96, The Owners of BCS4118 “Tsawwassen Springs”, would like approval to withdraw up to a maximum of \$35,000 to install automatic openers on the entrance door to all buildings.

BE IT RESOLVED BY 3/4 Vote RESOLUTION of BCS4118 “Tsawwassen Springs”, (the “Strata Corporation”) approve the withdrawal of up to a maximum of \$35,000 to install automatic openers on the entrance door to all buildings.

End of Resolution

AQUATHERM RE-PIPE INFORMATION

Many of you have experienced the loss of hot water, leaks in the halls, seemingly ongoing repairs and inconvenience. A complete review of our mechanical systems by Daryl Evans has led to a discussion of the problem with a much broader perspective. Simply stated, the issue is the result of a systemic failure of Aquatherm piping. More specifically, there is an issue within the domestic hot water (DHW) system and the Aquatherm piping installed through buildings 1 and 2 and multiple re-pipings have already been completed. While buildings 1 and 2 are the current cause for concern given the age and frequency of issues being experienced, the same piping is utilized in buildings 3 and 4.

Aquatherm piping has been used for water supplies for a number of years with one of its advantages being it can be run at much faster flow speeds than other pipes. As its application became more widespread 3 main vulnerabilities appeared: the manner in which it is clamped, the temperature of the water, and the water chemistry – specifically the presence of copper ions. If all three are present the likelihood of failure is very high. If only one or two the likelihood can be substantially lower. Few of the failures occur when used for cold water applications, with all of our failures to date being in our DHW.

As problems with Aquatherm became more evident builders increasingly switched to other pipe products and one result has been the unique tools required for Aquatherm pipe, and parts, have been more and more difficult to find. This has led us to invest in tools and supplies for the repair of our piping.

Daryl Evans has recommended re-piping all of our buildings. While this would be a capital- intensive project the benefit would be less probability of water leaks, insurance claims, inconvenience, and cost savings from not having to do emergency repairs.

The key question is what the best way is to deal with what is already a problem which we know will only get bigger and bigger with time. One good thing is that we have some time to come up with a solution and, since the issues are seemingly tied to age, we can stage the work, and costs, over a number of years.

Our Depreciation Report (“DP”) does not include or account for re-piping costs in its financial analysis. The DP states the pipe comes with a 25-year warranty and has a good record of *“strong performance and reliability”*. *“Based on this, we have not included replacement of the polypropylene piping within the terms of this report assuming a good quality installation”*.

There have been numerous cases of Aquatherm failure leading to re-piping of buildings. There have also been lawsuits and warranty claims but, in general, because of the large number of variables manufacturers, installers developers, etc. all holding the other responsible it is difficult to think any claim for compensation would be successful. Aquatherm is a difficult product to work with, especially in tight or complicated piping situations and requires a very skilled installer. There are also cases of long-term success, so it is not a cut and dry situation.

We have asked a representative (Mr. Mike Pearson) from Cambridge Plumbing Systems Ltd who specializes in re-piping buildings to attend our AGM so that we all can better understand the issue.

We have received proposals from Cambridge and, in rough terms, we are looking at around \$300k per building to do the job right. Using 5099 as a model we should be contemplating doing this work for all our buildings over the next 4-5 years. Our challenge is to figure out the best solution to a known issue.

COUNCIL NOMINATIONS

These owners expressed an interest in running for the 2023/2024 Council. At the meeting, owners will have an opportunity to nominate themselves or someone else during the elections of the Council Section.

Judith Whittington Walsh - 5011

I am a certified retired Horticulturalist. Many years ago, my husband Keith & I met at Horticulture School. I worked for the Vancouver Parks Board in Van Dusen Gardens, The Bloedel Conservatory and Stanley & Queen Elizabeth Parks. After becoming a mother, I was in business for over 20 years installing & maintaining tropical plants in commercial businesses as well as redesigning & installing landscapes. After living in Tsawwassen for 30 years, we downsized & moved into 5011 5 years ago. Our son Parker lives in 4977.

I am running for council as Keith & I have been involved in organizing the removal & eventual redesign of our problematic garden here. There were poor choices of trees planted here & they must be replaced in order to protect the integrity of our Parkade Membrane. After the tree removal, there are areas of the garden that need to be renovated & then new trees & shrubs planted. Keith & I want to continue with this project & see it to completion. We hope to create a unified, harmonious & user-friendly garden for all the buildings.

I am running for office as Keith has many other obligations at this time. If elected, the two of us will continue to work as a team with the Council to see this project to completion.

Ron Foreman – 5011 (Incumbent)

I have over 6 decades of management/financial experience in academia, 2 public companies and 4 owned private companies. I have served on our strata council for the past two years.

As I have stated previously, the biggest challenges facing our strata are management and financial, and I would now add communication. In my view our strata is in a transition period from what the developer built and we purchased, to resolving all of the issues left for us by the builder and, ultimately, achieving a financially solid and well maintained strata. In the past year your council team has systematically worked, with our property manager, towards a number of goals including: getting control of our financial-accounting system and having a solid balance sheet; setting up a professional maintenance program for our infrastructure including scheduled professional maintenance of our buildings, mechanical and electrical systems; and improvement of our supply and service arrangements for building maintenance and cleaning, landscaping, and safety. Along the way we have utilized bids and reviews to control costs and improve results. I am proud of what the council teamwork has achieved, pleased to be working with Red Door Property Management, and very thankful for all the help we have received from owners such as from Judith and Keith Walsh on the tree/landscape project.

If re-elected, my goals for 2023/2024 are to help build a solid long-term financial foundation for the strata and ensure our common property is properly maintained. This will require completing the transition from developer to owners with emphasis on identifying and resolving any remaining issues; and continued strong financial oversight and improvement in communication between residents and strata. I would like to see the completion of a one-stop website where communication between residents and council/property manager, as well as residents to residents, is easy and available to all.

Mike Strenkowski – 5011 (Incumbent)

I have served on the council for the last year and am putting my name forward to remain on the council for the upcoming AGM.

Since my appointment last year, I am proud to say I have been a part of many great new initiatives brought forth by the council. Using my 30 years of experience in the Electrical / Mechanical industry, I was able to help identify cost savings in repairs as well as help implement a solid Preventative Maintenance plan that has already saved us all money.

We have been able to mitigate expenses by identifying items of concern that have been neglected up to this point. Preventative repairs always cost much less than emergency ones. I have consulted directly with owners in an effort to help them identify and solve mechanical issues in suite as well.

I believe the council kept our word and extended better communication and transparency with all owners. I am proud to have worked with the current council to date as everyone brings something different to the table. We may not have always agreed but I believe that is what makes a great council. I know all members of the council have worked hard to ensure BCS4118 is properly maintained, both aesthetically and physically.

Bill Caughill – 5011 (Incumbent)

Bachelor of Commerce - Laurentian University, Sudbury, ON

Retired Chartered Accountant

I am offering my services to our local strata council as member of council if elected. Below is a brief summary of my experience over my 40+ year career.

2 years as a financial auditor - KPMG

Inco (Vale) - I worked in cost control for 14 years managing 16 cost accountants preparing budgets exceeding \$600 million per annum while providing monthly cost analysis to senior management against these budgets.

I worked in venture capital for 9 years preparing financial statements for start-up companies. During this period, I occupied various positions from controller of various mining ventures to President of an aquaculture venture.

I served as the financial site controller in northern British Columbia of a mining venture which was ultimately sold to an American company.

My last position was with a mining company as the Director of Internal Accounting establishing cost analysis and control systems and a budgeting system.

Currently I am the incumbent strata councilor for Tsawwassen Springs Strata (BCS 4118) serving as Treasurer.

Paul Beveridge – 4977 (Incumbent)

My name is Paul Beveridge, and I am running for a fourth term on strata council. The first year on council I served as treasurer. This last two years I have focused on completing landscaping and building perimeter protection as well as helping oversee all operational issues in the strata along with all the other council members.

I had a family medical practice in the Vancouver area for the last 21 years until moving to Tsawwassen and I am still active in practicing medicine. To be successful requires listening to and addressing the varied needs and concerns of the patients as well as setting goals and performance expectations of office staff.

For most of the 23 years in Vancouver, I sat on councils at four different stratas - a low rise condo / townhouse at UBC, a 58 home bare land strata, a 29-story condo / townhouse complex in Coal Harbour and for the last three years on the current council. I was strata president for a period of time in all three previous complexes.

My goals for being on council this year are:

To work with the rest of council to continue to maintain a strong fiscal control over the budget.

To help oversee the tree removal, garden remediation project to achieve gardens in all four buildings that are aesthetically pleasing and low maintenance. This has grown from removal of 40 aspen and soil remediation for two buildings to removal of 122 trees over the building membrane resulting in replanting of more appropriate trees and large-scale garden bed remediation over the whole property.

To continue to build on the implementation of regular maintenance programs for building mechanical systems, electrical/ monitoring systems and interior building maintenance.

I have always viewed my home as an investment and my goal for sitting on councils has always been to protect that investment for all home owners. I feel all strata expenditures should be used to maintain the properties in good repair or to enhance the value of all owners' homes. Home owners can best make a decision if they are well informed and that is something council should always strive for. It would be a privilege to sit on council again this year and I appreciate your support.

PROXY FORM

I/We _____
name(s), the owner(s)/ tenant(s)/ mortgagee of

Strata Lot _____ of Owners Strata Plan BCS4118

Address _____

hereby appoint _____

and failing him/her _____

to be my/our proxy to vote at their discretion, unless indicated below, for me/us on my/our behalf at the Annual General Meeting of the Owners Strata Plan BCS4118 "Tsawwassen Springs" to be held on Monday, July 24, 2023, at 6:00 PM., or at any adjournment thereof. Should any amendment(s) to a Resolution indicated below be put forth at the meeting noted above, the appointed proxy holder may vote at their discretion.

Signature _____