

The Owners of Strata Plan VIS2720  
"Hampton Court & Churchill Place"  
545 Manchester & 520 Dunedin  
Victoria, BC

**NOTICE OF THE ANNUAL GENERAL MEETING**

The Annual General Meeting of The Owners of Strata Plan VIS2720 will be held at:

**6:30 PM, Thursday, October 6, 2016**  
**Royal Canadian Legion**  
**Located at 411 Gorge Road E, Victoria, BC**

**ORDER OF BUSINESS**

1. Registration, certification of proxies, issuing of voting cards – 6:15 pm to 6:30 pm
2. Call to order – 6:30 pm
3. Filing proof of Notice of Meeting
  - (a) Determine if there is a Quorum
  - (b) Present to the meeting proof of notice
4. Approve the agenda
5. Reading and Adoption of Minutes of previous Annual General Meeting – **October 26, 2015**
  - (a) Previous AGM minutes – found on strata website
  - (b) Unfinished business
6. Reports:
  - (a) Insurance Report – Schedule A attached
  - (b) Financial Report – Schedule B attached
7. Ratify any New Rules
8. Consideration of Budget
9. New Business
  - (a) Resolutions – Schedule C attached
10. Nomination and Election of Council
11. Termination of Meeting

*All owners are respectfully reminded of Bylaw 2.3 (6), which states in respect to voting at meetings:  
"An Owner who owes money to the Strata Corporation may not vote at an annual general meeting  
or special general meeting, except on matters requiring a unanimous vote"*

## Schedule A – Insurance Report

In accordance with the Strata Property Act there is a requirement to review the Strata Corporation's insurance each year to ensure that the strata is adequately insured.

Strata Plan VIS2720 is insured from August 13<sup>th</sup>, 2016 to August 13<sup>th</sup>, 2017 through insurance broker Hub International Barton Insurance Brokers.

### Building Insurance Coverage:

The building insurance covers everything that was original to the building when it was built. If an owner is responsible for the damage to common property or their own unit, they are responsible to pay for the damage up to the amount of the deductible of the building insurance excluding improvements or betterments. Water damage represents 98.3 percent of insurance claims with the strata deductible at \$10,000.00.

Owners should talk to their Insurance Broker about the following insurance:

1. Each owner should have insurance to pay for a deductible that is assessed to them. For example if they overflow their tub and cause damage to their own unit, common property or another unit this insurance may pay for the strata corporation's deductible, that the strata charges back to them.
2. In the event of an earthquake an owner will have to pay 10% of the sum insured as a deductible. For example if the value of the building is one million dollars the deductible is \$100,000.00. That deductible would be spread amongst the owners by unit entitlement. In a building that has 10 units this would be \$10,000.00 each. Note, from time to time, the deductibles for earthquake may vary between 10% and 20%. Each owner should have earthquake deductible insurance, including on their personal policy.
3. If your unit is rented, you are advised to get loss of rental income insurance. In the event of a fire the insurance will pay you for your lost rent for up to one year.
4. If your unit has any Improvements or Betterments, ensure that your insurance company is aware of this and provides adequate coverage on your personal policy.

### Water Claims:

The most frequent water claims in order, are caused by: hot water tanks, sink overflows, tub overflows, followed by washing machines and dishwashers. If your hot water tank is past its warranty period or is more than 8 years old you are at risk of having a hot water tank burst and possibly cause a water damage claim to your unit and the strata corporation. Should a claim occur, the strata deductible for water damage is \$5,000.00 of which you will be required to pay. Also, you will be responsible for your personal policy deductible and endure up to three or more weeks of having your home torn apart while repairs are made. Washers and dishwashers over 10 years of age are prone to failing and causing floods. Water lines to washers should be changed every five years to be safe.

### Disclaimer:

This report is to bring to the reader's attention the need to discuss your personal insurance needs with your Insurance Broker. The strata corporation and the property manager are not responsible for the insuring of your personal belongings or improvements and betterments to the unit.



## HUB International Barton Insurance Brokers

2640 Douglas Street Victoria BC V8T 4M1 Phone: 250 385 6313 Fax: 250 361 9643

### Interim Confirmation of Insurance Effected

**Named Insured:** *The Owners of Strata Plan VIS 2720*

**Mailing Address:** c/o South Island Property Management  
2045 Cadboro Bay Rd, Victoria, BC V8R 5G4

**Insurer:** Property: Temple Insurance company, Non-Marine Underwriters at Lloyd's  
Under contract no. B0572NA15BN05, Allianz Global Corporate &  
Specialty Americas.  
Equipment Breakdown: Boiler Inspection and Insurance Company  
Liability: Lloyd's UMR No. B0572NA15BM03

**Policy No:** *BSP01263*

**Description of Operations:** 2 Neighboring Condominium Buildings.  
Building A – 545 Manchester – 4 Storey, 60 Unit Condo Building  
Building B – 520 Dunedin St – 4 Storey, 48 Unit Condo Building

**Location of Risk:** 545 Manchester Rd, Victoria, BC V8T 5H6 & 520 Dunedin St, Victoria, BC V8T 2L6

**Coverage & Policy Form(s):** - AS PER THE ATTACHED SUMMARY OF COVERAGE -

**Term:** June 13, 2016 12:01 a.m. Standard Time at the Above Mailing Address to  
June 13, 2017 or until cancelled, replaced by a policy or an endorsement thereto.

**Premium:** \$26,941  
**Fee** \$0  
**Total Payable** \$26,941

**Conditions:** As per terms, conditions, wordings, deductibles and exclusions of insuring Company's policy to be issued.

HUB International Barton Insurance Brokers

**Per:** \_\_\_\_\_  
Craig Johanson, CAIB

**Date:** 06/10/2016

**Initial:** CRJ

This document is intended for use as evidence that the insurance described above has been effected, against which Underwriter's certificate or policy will be duly issued where upon this cover note is automatically terminated. Immediate advice must be given of any discrepancies, inaccuracies or necessary changes.

**THIS POLICY CONTAINS A CLAUSE WHICH LIMITS THE AMOUNT PAYABLE.**



# HUB International Barton Insurance Brokers

2640 Douglas St, Victoria BC, V8T 4M1. Phone 250 385 6313. Fax 250 361 9643

Policy # BSP01263

*The Owners of Strata Plan VIS 2720 - Hampton Court & Churchill Place*

June 13, 2013 , 12:01 a.m. Standard Time at the Above Mailing Address to June 13, 2017  
or until cancelled, replaced by a policy or an endorsement thereto.

**SUMMARY OF COMMERCIAL PROPERTY COVERAGE:**

Location: 545 Manchester Rd, Victoria, BC V8T 5H6  
520 Dunedin St, Victoria, BC V8T 2L6

Property of Every Description:	\$ 16,330,000.00
Subject to:	<ul style="list-style-type: none"> <li>- Broad Form Wordings</li> <li>- 90% Co-Insurance Clause</li> <li>- Replacement Cost</li> <li>- \$ 5,000. Deductible per loss occurrence except for</li> <li>- \$ 10,000. Deductible for Sewer Backup/Water Damage</li> <li>- 10% Deductible for Earthquake (min \$100,000)</li> <li>- \$25,000. Deductible for Flood</li> </ul>

**BOILER & MACHINERY COVERAGE:** \$ 16,330,000.00

Subject to:	<ul style="list-style-type: none"> <li>- Standard Comprehensive form</li> <li>- Use &amp; Occupancy</li> <li>- Extensions as per policy wordings</li> <li>- \$ 1,000. Deductible per loss occurrence</li> </ul>
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**COMMERCIAL GENERAL LIABILITY:**

Bodily Injury & Property Damage, Per Occurrence	\$ 5,000,000.00
Directors & Officers Liability	\$ 2,000,000.00

Subject to: - \$1,000. Deductible for Property Damage and Bodily Injury

Additional Insured(s): South Island Property Management Ltd

**TERMS AND CONDITIONS AS PER INSURER'S STANDARD CONTRACT,  
SUBJECT TO POLICY WORDINGS, DEDUCTIBLES AND EXCLUSIONS.**

**THIS SUMMARY IS PROVIDED FOR INFORMATION ONLY. PLEASE REFER TO ACTUAL POLICY DECLARATION AND WORDINGS FOR FULL DESCRIPTION OF COVERAGE, DEDUCTIBLES AND LIMITATIONS. IN THE EVENT OF A LOSS THE FORMAL POLICY DECLARATION AND WORDINGS WILL PRESIDE.**

South Island Property Management Ltd  
**INCOME STATEMENT**  
 For the 12 Months Ending June 30, 2016  
 5610 ID Hampton Crt & Churchill Place, Str VIS2720

Budget Comparison to Original Budget

	Account #	Current Actual	YTD Actual	Annual Budget	Budget Remaining
<b>REVENUE</b>					
Prepaid	4001	236.40	237.56	0.00	(237.56)
Strata Assessments	4100	232,174.89	253,059.70	253,699.00	639.30
Strata Fine	4120	550.00	550.00	0.00	(550.00)
Late Fee	4130	14.06	14.06	0.00	(14.06)
NSF Charge	4135	17.50	17.50	0.00	(17.50)
Locker Rental	4250	660.00	720.00	720.00	0.00
Bicycle hanger rent	4258	420.00	465.00	350.00	(115.00)
Parking	4280	4,597.00	4,977.00	4,200.00	(777.00)
Previous Year Surplus	4800	0.00	0.00	1,610.00	1,610.00
Interest - Contingency Account	4900	0.00	0.00	2,000.00	2,000.00
Interest - Operating	4940	13.87	13.87	0.00	(13.87)
Interest-Envelope Reserve Fund	4945	5.91	5.91	28,376.00	28,370.09
<b>TOTAL REVENUE</b>		<b>238,689.63</b>	<b>260,060.60</b>	<b>290,955.00</b>	<b>30,894.40</b>
<b>EXPENSES</b>					
Garbage/Recycling	5300	9,677.32	9,828.52	11,000.00	1,171.48
Gas Charge	5350	19,612.73	21,863.76	32,500.00	10,636.24
Hydro	5550	22,753.15	22,753.15	22,500.00	(253.15)
Water/Sewer	5900	52,449.28	52,449.28	50,000.00	(2,449.28)
Elevator - Contract	6360	12,762.31	12,988.31	10,000.00	(2,988.31)
General RM	6700	17,195.57	18,591.27	39,000.00	20,408.73
GST - Management Fees	6750	55.56	111.12	666.67	555.55
Insurance	6820	34,485.00	34,485.00	34,485.00	0.00
Janitorial Services	7010	13,014.75	13,014.75	15,000.00	1,985.25
Landscaping Contract	7050	14,038.90	14,038.90	18,000.00	3,961.10
Pest Control	7290	131.25	131.25	0.00	(131.25)
Supplies	7670	388.05	388.05	0.00	(388.05)
Bank Charges - Operating Acct	8030	50.35	90.70	0.00	(90.70)
Management Fees	8250	11,086.11	12,197.22	13,333.33	1,136.11
NSF/Late Fee	8350	17.50	17.50	0.00	(17.50)
Legal/Accounting	9100	23.10	23.10	0.00	(23.10)
Postage/Stationery	9400	2,499.17	2,554.40	4,000.00	1,445.60
Trs Interest to Contingency	9750	0.00	0.00	2,000.00	2,000.00
Trs Interest to Building Envelope	9751	5.91	5.91	28,376.00	28,370.09
Trs Funds to Contingency	9800	9,252.46	10,093.62	10,094.00	.38
<b>TOTAL EXPENSES</b>		<b>219,498.47</b>	<b>225,625.81</b>	<b>290,955.00</b>	<b>65,329.19</b>
<b>NET INCOME &lt;LOSS&gt;</b>		<b>19,191.16</b>	<b>34,434.79</b>	<b>0.00</b>	<b>(34,434.79)</b>

**South Island Property Management Ltd**  
**BALANCE SHEET**  
 For the 12 months Ending June 30, 2016  
 5610 ID Hampton Crt & Churchill Place, Str VIS2720

	Account#	YTD Actual
<b>ASSETS:</b>		
Coast Capital - GIC	1020	1,828,864.48
Scotiabank Investment	1025	390,727.50
TD Operating Bank Acct	1210	9,161.65
TD Contingency Bank Acct	1220	<u>22,168.91</u>
<b>TOTAL ASSETS</b>		<u><u>2,250,922.54</u></u>
 <b>LIABILITIES:</b>		
<b>EQUITY</b>		
Approved Allocations\Cont	3011	167,000.00
Contingency Funds	3080	2,074,760.89
Operating Surplus	3600	26,217.86
Owners Funds Received	3630	(51,491.00)
Current Year Income		<u>34,434.79</u>
<b>TOTAL EQUITY</b>		<u><u>2,250,922.54</u></u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<u><u>2,250,922.54</u></u>

**THE OWNERS, STRATA PLAN VIS2720 "Hampton Court & Churchill Place"  
PROPOSED BUDGET FOR THE YEAR ENDING JUNE 30, 2017**

<b>INCOME</b>	<b>APPROVED June 30/16</b>	<b>ACTUAL June 30/16</b>	<b>PROPOSED June 30/17</b>	<b>% Chg</b>
Prepaid	\$ -	\$ 237.56	\$ -	
Strata Assessments	<b>253,669.00</b>	253,059.70	<b>398,822.20</b>	5.0%
Envelope Assessment	<b>126,087.00</b>	126,087.00	-	
Strata Fine	-	550.00	-	
Late Fee	-	14.06	-	
NSF Charge	-	17.50	-	
Locker Rental	720.00	720.00	720.00	
Bicycle Hanger Rent	350.00	465.00	500.00	
Parking	4,200.00	4,977.00	5,000.00	
Interest - Operating	-	13.87	250.00	
Interest - Contingency Funds*	30,376.00	5.91	34,400.00	
<b>TOTAL INCOME</b>	<b>\$ 415,402.00</b>	<b>\$ 386,147.60</b>	<b>\$ 439,692.20</b>	
<b>EXPENSES</b>				
Garbage & Recycling	\$ 11,000.00	\$ 9,828.52	\$ 11,000.00	0.0%
Gas	32,500.00	21,863.76	30,000.00	-7.7%
Hydro	22,500.00	22,753.15	25,000.00	11.1%
Water/Sewer	50,000.00	52,449.28	55,000.00	10.0%
Elevator	10,000.00	12,988.31	14,000.00	40.0%
Repairs & Maintenance	39,000.00	19,110.57	38,000.00	-2.6%
Insurance	34,485.00	34,485.00	26,941.00	-21.9%
Janitorial	15,000.00	13,014.75	15,000.00	0.0%
Landscaping	18,000.00	14,038.90	15,000.00	-16.7%
Bank Charges	-	90.70	500.00	
Management Fees	14,000.00	12,308.34	19,051.20	36.1%
Legal/Accounting	-	40.60	300.00	
Postage/Stationery	4,000.00	2,554.40	4,000.00	0.0%
<b>TOTAL EXPENSES</b>	<b>\$ 250,485.00</b>	<b>\$ 215,526.28</b>	<b>\$ 253,792.20</b>	
Interest to Contingency Funds*	\$ 30,376.00	\$ 5.91	\$ 34,400.00	
Transfer to Contingency Funds	<b>10,094.00</b>	10,093.62	<b>151,500.00</b>	
Transfer to Envelope Reserve	<b>126,087.00</b>	126,087.00	-	
<b>TOTAL CONTINGENCY</b>	<b>\$ 166,557.00</b>	<b>\$ 136,186.53</b>	<b>\$ 185,900.00</b>	
<b>TOTAL EXPENSE + CONTINGENCY</b>	<b>417,042.00</b>	<b>351,712.81</b>	<b>439,692.20</b>	
<b>PROFIT/(LOSS)</b>	<b>(1,640.00)</b>	<b>34,434.79</b>	<b>-</b>	

\* Interest on Contingency Fund for the year was **\$32,339.13**, but it was not correctly allocated as interest until after the books were closed for the year. It had been allocated as part of Owners Funds Received on the Balance Sheet.

\*\* The old Contingency Reserve Fund and Envelope Reserve is being combined into a single account named Contingency Funds.

**THE OWNERS, STRATA PLAN VIS2720 "Hampton Court & Churchill Place"  
PROPOSED BUDGET FOR THE YEAR ENDING JUNE 30, 2017  
Unit Entitlement Assessment**

TOTAL BUDGETED ASSESSMENT                   **\$398,822.20**  
TOTAL OPERATING PORTION                   **\$247,322.20**  
TOTAL CONTINGENCY PORTION               **\$151,500.00**

<b>SUITE NUMBER</b>	<b>STRATA LOT</b>	<b>UNIT ENTITLEMENT</b>	<b>ANNUAL ASSESSMENT</b>	<b>MONTHLY OPERATING CONTRIBUTION</b>	<b>MONTHLY CONTINGENCY CONTRIBUTION</b>	<b>TOTAL MONTHLY ASSESSMENT</b>
CP101	61	87	\$ 3,967.70	\$ 330.64	\$ 205.04	\$ 330.64
CP102	72	86	3922.09	326.84	202.68	326.84
CP103	62	91	4150.12	345.84	214.47	345.84
CP104	71	91	4150.12	345.84	214.47	345.84
CP105	63	64	2918.77	243.23	150.83	243.23
CP106	70	67	3055.58	254.63	157.91	254.63
CP107	64	65	2964.37	247.03	153.19	247.03
CP108	69	67	3055.58	254.63	157.91	254.63
CP109	65	91	4150.12	345.84	214.47	345.84
CP110	68	91	4150.12	345.84	214.47	345.84
CP111	66	87	3967.70	330.64	205.04	330.64
CP112	67	86	3922.09	326.84	202.68	326.84
CP201	73	88	4013.31	334.44	207.40	334.44
CP202	84	87	3967.70	330.64	205.04	330.64
CP203	74	91	4150.12	345.84	214.47	345.84
CP204	83	91	4150.12	345.84	214.47	345.84
CP205	75	64	2918.77	243.23	150.83	243.23
CP206	82	65	2964.37	247.03	153.19	247.03
CP207	76	65	2964.37	247.03	153.19	247.03
CP208	81	65	2964.37	247.03	153.19	247.03
CP209	77	91	4150.12	345.84	214.47	345.84
CP210	80	91	4150.12	345.84	214.47	345.84
CP211	78	88	4013.31	334.44	207.40	334.44
CP212	79	86	3922.09	326.84	202.68	326.84
CP301	85	89	4058.91	338.24	209.75	338.24
CP302	96	88	4013.31	334.44	207.40	334.44
CP303	86	91	4150.12	345.84	214.47	345.84
CP304	95	91	4150.12	345.84	214.47	345.84
CP305	87	64	2918.77	243.23	150.83	243.23
CP306	94	66	3009.98	250.83	155.55	250.83
CP307	88	65	2964.37	247.03	153.19	247.03
CP308	93	66	3009.98	250.83	155.55	250.83
CP309	89	91	4150.12	345.84	214.47	345.84
CP310	92	91	4150.12	345.84	214.47	345.84
CP311	90	89	4058.91	338.24	209.75	338.24
CP312	91	88	4013.31	334.44	207.40	334.44
CP401	97	89	4058.91	338.24	209.75	338.24
CP402	108	88	4013.31	334.44	207.40	334.44
CP403	98	91	4150.12	345.84	214.47	345.84
CP404	107	91	4150.12	345.84	214.47	345.84
CP405	99	64	2918.77	243.23	150.83	243.23
CP406	106	65	2964.37	247.03	153.19	247.03
CP407	100	65	2964.37	247.03	153.19	247.03
CP408	105	65	2964.37	247.03	153.19	247.03
CP409	101	91	4150.12	345.84	214.47	345.84
CP410	104	91	4150.12	345.84	214.47	345.84
CP411	102	89	4058.91	338.24	209.75	338.24
CP412	103	88	4013.31	334.44	207.40	334.44



SUITE NUMBER	STRATA LOT	UNIT ENTITLEMENT	ANNUAL ASSESSMENT	MONTHLY OPERATING CONTRIBUTION	MONTHLY CONTINGENCY CONTRIBUTION	TOTAL MONTHLY ASSESSMENT
HC101	1	85	\$ 3,876.49	\$ 323.04	\$ 200.33	\$ 323.04
HC102	15	89	4058.91	338.24	209.75	338.24
HC103	2	90	4104.52	342.04	212.11	342.04
HC104	14	92	4195.73	349.64	216.83	349.64
HC105	3	64	2918.77	243.23	150.83	243.23
HC106	13	85	3876.49	323.04	200.33	323.04
HC107	4	65	2964.37	247.03	153.19	247.03
HC108	12	72	3283.61	273.63	169.69	273.63
HC109	5	65	2964.37	247.03	153.19	247.03
HC110	11	84	3830.88	319.24	197.97	319.24
HC111	6	66	3009.98	250.83	155.55	250.83
HC112	10	92	4195.73	349.64	216.83	349.64
HC114	9	85	3876.49	323.04	200.33	323.04
HC115	7	91	4150.12	345.84	214.47	345.84
HC117	8	86	3922.09	326.84	202.68	326.84
HC201	16	85	3876.49	323.04	200.33	323.04
HC202	30	89	4058.91	338.24	209.75	338.24
HC203	17	90	4104.52	342.04	212.11	342.04
HC204	29	92	4195.73	349.64	216.83	349.64
HC205	18	65	2964.37	247.03	153.19	247.03
HC206	28	84	3830.88	319.24	197.97	319.24
HC207	19	65	2964.37	247.03	153.19	247.03
HC208	27	72	3283.61	273.63	169.69	273.63
HC209	20	65	2964.37	247.03	153.19	247.03
HC210	26	84	3830.88	319.24	197.97	319.24
HC211	21	66	3009.98	250.83	155.55	250.83
HC212	25	92	4195.73	349.64	216.83	349.64
HC214	24	85	3876.49	323.04	200.33	323.04
HC215	22	91	4150.12	345.84	214.47	345.84
HC217	23	86	3922.09	326.84	202.68	326.84
HC301	31	85	3876.49	323.04	200.33	323.04
HC302	45	89	4058.91	338.24	209.75	338.24
HC303	32	90	4104.52	342.04	212.11	342.04
HC304	44	92	4195.73	349.64	216.83	349.64
HC305	33	65	2964.37	247.03	153.19	247.03
HC306	43	84	3830.88	319.24	197.97	319.24
HC307	34	65	2964.37	247.03	153.19	247.03
HC308	42	72	3283.61	273.63	169.69	273.63
HC309	35	65	2964.37	247.03	153.19	247.03
HC310	41	84	3830.88	319.24	197.97	319.24
HC311	36	66	3009.98	250.83	155.55	250.83
HC312	40	92	4195.73	349.64	216.83	349.64
HC314	39	85	3876.49	323.04	200.33	323.04
HC315	37	91	4150.12	345.84	214.47	345.84
HC317	38	86	3922.09	326.84	202.68	326.84
HC401	46	85	3876.49	323.04	200.33	323.04
HC402	60	89	4058.91	338.24	209.75	338.24
HC403	47	90	4104.52	342.04	212.11	342.04
HC404	59	92	4195.73	349.64	216.83	349.64
HC405	48	65	2964.37	247.03	153.19	247.03
HC406	58	84	3830.88	319.24	197.97	319.24
HC407	49	65	2964.37	247.03	153.19	247.03
HC408	57	72	3283.61	273.63	169.69	273.63
HC409	50	65	2964.37	247.03	153.19	247.03
HC410	56	84	3830.88	319.24	197.97	319.24
HC411	51	66	3009.98	250.83	155.55	250.83
HC412	55	92	4195.73	349.64	216.83	349.64
HC414	54	85	3876.49	323.04	200.33	323.04
HC415	52	91	4150.12	345.84	214.47	345.84
HC417	53	86	3922.09	326.84	202.68	326.84

**TOTAL**

8,745

\$ 398,822.20

**Resolutions**

At the fiscal year end of June 30<sup>th</sup>, 2016, Strata Plan VIS2720 currently has retained earnings in the amount of \$34,434.79. There are currently still a few invoices not yet received for work completed in the previous fiscal year and invoices will be paid from Operating Surplus.

Resolution - SR20161006A - Retained Earnings

**BE IT RESOLVED THAT**, as a majority vote of The Owners of Strata Plan VIS2720 that the retained earnings from the 2015-2016 fiscal year in the amount of \$34,434.79 be transferred to the operating fund.

**Proposed by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

Resolution - SR20161006B – Ventilation unit replacement

**BE IT RESOLVED THAT**, as a majority (+50%) vote of The Owners of Strata Plan VIS2720 that the second HVAC unit on the roof of Hampton Court be replaced. Funds to be taken from the Contingency Reserve Fund in the amount of \$18,000.00. All unused funds will be return to the Contingency Reserve Fund.

**Proposed by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

Resolution - SR20161006C – Enterphone System Replacement

**BE IT RESOLVED THAT**, as a majority (+50%) vote of The Owners of Strata Plan VIS2720 that the front entry systems of both buildings be replaced. Funds to be taken from the Contingency Reserve Fund in the amount of \$25,000. All unused funds will be return to the Contingency Reserve Fund.

**Proposed by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

Resolution - SR20161006D – Security/Access Control System Upgrade

**BE IT RESOLVED THAT**, as a ¾ vote of The Owners of Strata Plan VIS2720 that the security and access control of the buildings be upgraded from keys to a fob / reader system. Funds to be taken from the Contingency Reserve Fund in the amount of \$75,000. All unused funds will be return to the Contingency Reserve Fund.

**Proposed by:** \_\_\_\_\_ **Seconded by:** \_\_\_\_\_

The Owners of Strata Plan VIS2720  
"Hampton Court & Churchill Place"  
545 Manchester & 520 Dunedin  
Victoria, BC

PROXY FORM

The undersigned Owner(s) of Strata Lot \_\_\_\_\_ of Strata Plan VIS2720, registered at Victoria, British Columbia, hereby appoint(s):

\_\_\_\_\_ or \_\_\_\_\_

as proxy of the undersigned, to attend, act and vote in the place of the undersigned at the Annual General Meeting to be held at:

6:30 PM, Thursday, October 6, 2016  
Royal Canadian Legion  
Located at 411 Gorge Road E, Victoria, BC

and at any and all adjournments thereof, and hereby revokes any proxies previously given.

**Special Resolutions**

*Resolution - SR20161006A - Retained Earnings*

**In Favour:** \_\_\_\_\_ **Not In Favour:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

*Resolution - SR20161006B – Ventilation Unit Replacement*

**In Favour:** \_\_\_\_\_ **Not In Favour:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

*Resolution - SR20161006C – Enterphone System Replacement*

**In Favour:** \_\_\_\_\_ **Not In Favour:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

*Resolution - SR20161006D – Security/Access Control System Upgrade*

**In Favour:** \_\_\_\_\_ **Not In Favour:** \_\_\_\_\_ **Abstain:** \_\_\_\_\_

Signed at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_