Martello Property Services Inc.

NOTICE OF THE ANNUAL GENERAL MEETING
STRATA CORPORATION BCS 130 – CAPILANO RIDGE

DATE: Monday June 25, 2012

TIME: Registration: 5:45 p.m.
Meeting: 6:00 p.m.

PLACE: **Cedar Room (North Building) Delbrook Recreation Centre**
600 West Queens Road, North Vancouver, BC V7N 2L3

IMPORTANT INFORMATION Please have this translated	重要資料 請找人爲你翻譯
RENSEIGNEMENTS IMPORTANTS Prière de les faire traduire	これはたいせつなお知らせです。どなたかに日本語に訳してもらってください。
INFORMACIÓN IMPORTANTE Busque alguien que le traduzca	알려드립니다 이것을 번역해 주십시오
CHỈ DẪN QUAN TRỌNG *Xin nhờ người dịch hộ*	**ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ** ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਕੋਲੋਂ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਵਾਓ

As requirements of the Strata Property Act, the business conducted at this meeting affects all Owners and we encourage all Owners to attend. However, if you are unable to attend, a Proxy Form is enclosed, for your signature, appointing an alternative representative to attend and vote on your behalf.

Meeting agenda and supporting documents are enclosed. **Please review this material prior to the meeting and bring it with you at the meeting for reference**.

PURPOSE OF MEETING:

1. To approve the Annual Operating Budget for fiscal period May 1, 2012 to April 30, 2013 (Copy of Proposed Operating Budget attached along with Explanatory notes).

2. To elect a Strata Council in accordance with Sections 28 and 29 *Strata Property Act (SPA)* and Chapter 43 *Real Estate Services Act (RESA):*

3. To vote on four (4) ¾ Vote Resolutions.

    a) Resolution #1 – ¾ Vote – Apartments – Special Levy to Fund the Yearend Deficit
    b) Resolution #2 – ¾ Vote – Townhouses – Special Levy to Fund Attic Inspections
    c) Resolution #3 – ¾ Vote – Consolidation of Capital Reserve Funds
    d) Resolution #4 – ¾ Vote – Minutes of the Meeting – Electronic Communication

Eligibility for Council

28 (1) The only persons who may be council members are the following:
a) owners;
b) individuals representing corporate owners;
c) tenants who, under section 147 or 148, have been assigned a landlord's right to stand for council.

Membership on Council

29 (1) The number of persons on Council is determined by the bylaws.
(2) If a strata lot is owned by more than one person, only one owner of the strata lot maybe a council member at any one time with respect to that lot, unless all the owners are on the council.
(3) If a strata lot is owned by a corporation, only one representative of the corporation may be a Council member at any one time with respect to that lot.
(4) If all the owners are on the council, each strata lot has one vote at council meetings.

QUORUM

No business shall be transacted at any general meeting unless a quorum of persons entitled to vote is present, at the time when the meeting proceeds to business. One-third of the persons entitled to vote, present in person or by proxy, shall constitute a quorum. **Strata Plan BCS 130 will require a minimum of seventeen (17) eligible Owners to vote in person or by proxy. Capilano Ridge Bylaws may state that if a quorum is not present, the meeting will be adjourned for fifteen (15) minutes and after fifteen (15) minutes, those eligible voters present in person or by proxy shall constitute a quorum.**

VOTING

In order to vote, an owner must be paid up in all arrears of maintenance fines or other charges owing to the Strata Corporation. Cheques will not be accepted at the meeting unless certified. If you are not certain of your account status, please call 604-681-6544 between 9:00 a.m. and 5:00 p.m. and asked for the Accounting Department.

VOTING PROCEDURE

At any General meeting, a Resolution by the vote of the meeting shall be decided on a show of hands, unless a poll is so demanded by any owner present in person, or by Proxy. Unless a poll is so demanded, a declaration by the Chairman that a Resolution has, on the show of hands, been carried is conclusive evidence of the fact without proof of the number or proportion of voters recorded in favour of, or against the Resolution. A demand for a poll may be withdrawn.

PROXIES

An instrument appointing a Proxy shall be in writing under the hand of the appointee or his attorney, and may be either in general, or for a particular meeting. A Proxy need not be an owner. Owners may be represented by proxies a blank proxy is attached for your convenience. A spouse who is not registered on title MUST have a Proxy authorization to vote. **Owners who are unable to attend are requested to either give their proxy to another owner or a Strata Council member who will be attending the Annual General Meeting.**

BCS 130 - ORDER OF BUSINESS

1. Call to Order
2. Registration & Certification of Proxies
3. Filing Proof of Meeting – June 5, 2012
4. Adoption of Previous Annual General Meeting Minutes of June 14, 2011
5. Council President's Report
6. Review of Insurance Coverage's
7. Financial Statements – Year End April 30, 2012
8. Approval of Proposed Operating Budget –May 1, 2012 - April 30, 2013
9. Special Resolutions:
    a) Resolution #1 – ¾ Vote – Apartments – Special Levy to Fund the Yearend Deficit
    b) Resolution #2 – ¾ Vote – Townhouses – Special Levy to Fund Attic Inspections
    c) Resolution #3 – ¾ Vote – Consolidation of Capital Reserve Funds
    d) Resolution #4 – ¾ Vote – Minutes of the Meeting – Electronic Communication
10. Election of Strata Council
11. New Business
    a) Depreciation Report
    b) Structural Warranty Review
12. Adjournment

CMW insurance

RESIDENTIAL STRATA PROGRAM
Declarations

Name of Insured & Mailing Address:

The Owners of Strata Plan BCS130
c/o Martello Property Services Inc.
200-808 West Hastings Street
Vancouver, BC V6C 2X4

Name of Broker & Mailing Address:

CMW Insurance Services Ltd.
700-1901 Rosser Avenue
Burnaby, BC V5C 6R6
Tel: 604-294-3301 Fax: 604-294-3003
cmwinsurance.com

Location(s) of Risk: 3125 and 3115 - 3153 Capilano Crescent
North Vancouver, BC V7R 4X5

Policy Period: January 28, 2012 to January 28, 2013
Both dated to 12:01 am Standard Time at the address of the Insured.

Total Premium: $34,414.

In return for the payment of the premium and subject to all the terms of this policy, the Insurers listed herein agree to provide the insurance as stated in this policy, subject to all the conditions, exclusions and stipulations contained in the forms attached. Insurance is provided for any of those coverages for which forms are attached and specific amounts of insurance are stated, subject to any applicable Sum Insured, Limits of Liability or Limit of Insurance.

A. PROPERTY

Renewal Policy No. CMW M0061
Insurance Company:
Waiver of Subrogation:

Premium (Section A): $32,025.
Form No. CMWM-Jan-01-2012
As per Schedule of Subscribing Insurers attached
The Insurers rights of subrogation are waived against Martello Property Services Inc.

Sum Insured	Description of Coverages	Settlement Basis	Co-insurance Basis
$17,500,000.	Property of Every Description Per Occurrence	Replacement Cost	Stated Amount
Not Covered	Business Interruption		
$17,500,000.	Earthquake - Annual Aggregate		
$17,500,000.	Flood - Annual Aggregate		

Special Conditions:
Extended Replacement Cost: 10%

Deductible Amounts:
All Losses $2,500 except: Water Damage $5,000; Sewer Back-up $5,000; Residential Glass Breakage $100; Master Key Coverage $250; Earthquake 10%, minimum $100,000; Flood $10,000

Loss Payable To:
The Condominium Corporation, subject to the Strata Property Act or similar statute in the province of jurisdiction

Declarations

Name of Insured: **The Owners of Strata Plan BCS130**
c/o Martello Property Services Inc.

Policy Period: January 28, 2012 to January 28, 2013
Both dated to 12:01 am Standard Time at the address of the Insured.

B. EQUIPMENT BREAKDOWN

Premium (Section B): $150.
Master Policy No. 8601270
Certificate No. CMW BZ1139
Insurance Company: Zurich Insurance Company Ltd.
2050-505 Burrard Street
Vancouver, BC V7X 1M6
Deductible (Section B): $500.
Loss Payable: To the Condominium Corporation (Subject to the Strata Property Act or similar statute in the province of jurisdiction)
Waiver of Subrogation: The Insurers rights of subrogation are waived against Martello Property Services Inc.

Limit of Insurance	Description of Coverages
$17,500,000.	Equipment Breakdown Form ZC 6307 U (04/08), including by-laws subject to a sublimit of $1,000,000.
Not Covered	Time Element - Business Income Loss
Included	$100,000. Extra Expense

C. GENERAL LIABILITY

Premium (Section C): $1,340.
Master Policy No. 501177358
Certificate No. CMW L1032
Insurance Company: Intact Insurance Company
400-2955 Virtual Way
Vancouver, BC V5M 4X6
Deductibles (Section C): $1,000. Bodily Injury and Property Damage Each Event
$10,000. Limited Pollution Liability
Additional Named Insured: Martello Property Services Inc.
for their management of Strata Plan BCS130

Limits of Liability	Description of Coverages
$10,000,000.	Each Occurrence Limit
$10,000,000.	General Aggregate Limit
$10,000,000.	Non-Owned Automobile Coverage
$10,000,000.	Personal Injury and Advertising Injury Liability
$10,000,000.	Products - Completed Operations, Aggregate Limit
$10,000.	Medical Payments
$250,000.	Tenants Legal Liability
$1,000,000.	Limited Pollution Liability
$300,000.	Employers' Liability Extension
$50,000.	Voluntary Compensation Extension (2/3 of Employee's Weekly Wage, but not exceeding $500 per week)
$300,000.	Employee Benefits – Aggregate Limit
$300,000.	Employee Benefits – Each Employee

Declarations

Name of Insured:	**The Owners of Strata Plan BCS130** c/o Martello Property Services Inc.
Policy Period:	January 28, 2012 to January 28, 2013 Both dated to 12:01 am Standard Time at the address of the Insured.

D. PROFESSIONAL LIABILITY

	Premium (Section D): $619.
Master Policy No. 501148987 (Section D1):	Certificate No. CMW D1540
Master Policy No. 501148986 (Section D2):	Certificate No. CMW E1620
Insurance Company:	Intact Insurance Company 400-2955 Virtual Way Vancouver, BC V5M 4X6
Deductible (Section D1):	Nil
Deductible (Section D2):	$1,000.
Additional Insured (Section D1):	With Respect to Discrimination Defense Costs Only: Martello Property Services Inc.
Name of Insured (Section D2):	Martello Property Services Inc.

Section D1

Limits of Liability	Description of Coverages
$5,000,000.	Directors & Officers Liability (Errors & Omissions) Per Wrongful Act and Annual Aggregate
$10,000.	Discrimination Defense Costs Per Unsuccessful Action or Complaint
$25,000.	Discrimination Defense Costs - Annual Aggregate

Section D2

Limits of Liability	Description of Coverages
$1,000,000.	Errors & Omissions Liability Per Wrongful Act and Annual Aggregate

E. CRIME

	Premium (Section E): $280.
Master Policy No. 501177358	Certificate No. CMW L1032
Insurance Company:	Intact Insurance Company 400-2955 Virtual Way Vancouver, BC V5M 4X6
Deductible (Section E):	$500.

Limits of Liability	Description of Coverages
$5,000.	Broad Form Money and Securities, Loss Inside and Outside Premises
$25,000.	Employee Dishonesty Coverage - Form A, Commercial Blanket Bond

The insurance provided by these Declarations is subject to all terms, conditions, provisions, limitations and exclusions of Policy Numbers CMW M0061, CMW BZ1139, 501177358, 501148987 and 501148986 and may be cancelled by the Insurers by registered mail with thirty days notice or as provided by the Policy.

In the event of loss or damage or any change in risk, immediate notice must be given to the insurers or to the broker.

Declarations

Name of Insured: **The Owners of Strata Plan BCS130**
c/o Martello Property Services Inc.

Policy Period: January 28, 2012 to January 28, 2013
Both dated to 12:01 am Standard Time at the address of the Insured.

SCHEDULE OF INSURERS

Section A. PROPERTY

Policy No. CMW M0061

The interest of each insurer hereunder is individual and not joint, and wherever any right or privilege is retained by the insurers, such right or privilege may be exercised by each insurer independently. The liability of each of the Insurer(s) shall be limited to that proportion of the loss which the percentage interest (shown below) against the name of the individual Insurer bears to the total amount of the loss, subject to a maximum amount for each Insurer of their percentage interest (shown below) of the applicable total amount of insurance as shown herein in these Declaration Pages.

Insurers	Interest		Premium
Zurich Insurance Company Ltd.	40%	$	12,810.
ACE INA Canada	25%	$	8,006.
As arranged by Can-Sure Underwriting Ltd. Certain Underwriters at Lloyd's of London under Contract No. 7040/11	12.5%	$	4,003.
Economical Mutual Insurance Company	12.5%	$	4,003.
Catlin Canada Inc.	10%	$	3,203.
Total:	100%	$	32,025.

Date Issued: January 30, 2012

E&OE /CHR/SPHI

CMW Insurance Services Ltd.
(Authorized Representative)

Database: MPS_LIVE
ENTITY: 224

BALANCE SHEET
Martello Property Services(Trust)
Capilano Ridge BCS 130

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Date: 6/4/2012
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Accrual

	Apr 2012	Apr 2011
CURRENT ASSETS		
Petty Cash	200.00	200.00
Bank	15,121.64	18,306.35
Contingency Reserve	160,747.32	157,792.57
C.R.F. - Deposit Interest	1,713.52	1,080.75
Tenants Receivable	(627.88)	347.73
Receivable - Other	7,370.35	0.00
Inter-Company Receiv.	0.00	3,660.00
Prepaid Insurance	25,810.48	6,465.80
Current Assets	210,335.43	187,853.20
Total Fixed Assets - NBV	0.00	0.00
Total Other Assets - NBV	0.00	0.00
TOTAL ASSETS	210,335.43	187,853.20
CURRENT LIABILITIES		
Payable to Vendors	6,344.60	6,559.17
Accrued Payables	12,177.16	11,301.35
Other	7,370.35	0.00
Inter-Company Payables	0.00	3,660.00
Current Liabilities	25,892.11	21,520.52
LONG TERM LIABILITIES		
Security Deposits	500.00	500.00
Long-Term Liabilities	500.00	500.00
Total Liabilities	26,392.11	22,020.52
OWNERS' EQUITY		
Capital Reserve	132,117.67	139,792.57
C.R.F. - Deposit Interest	1,713.52	1,080.75
Roof Reserve	36,000.00	18,000.00
Retained Earnings	6,959.36	10,303.14
Net Income	7,152.77	(3,343.78)
Total Owners' Equity	183,943.32	165,832.68
LIABILITIES & EQUITY	210,335.43	187,853.20

Database: MPS_LIVE
ENTITY: 224

Department: A
Accrual

BALANCE SHEET
Martello Property Services(Trust)
Capilano Ridge BCS 130
Apartments

Page: 1
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	Apr 2012	Apr 2011
CURRENT ASSETS		
Petty Cash	102.10	102.10
Bank	11,667.12	17,879.76
Contingency Reserve	97,996.18	92,555.89
C.R.F. - Deposit Interest	873.90	552.27
Tenants Receivable	(402.73)	(286.98)
Receivable - Other	4,904.01	0.00
Inter-Company Receiv.	0.00	3,660.00
Prepaid Insurance	14,711.97	3,295.11
Current Assets	129,852.55	117,758.15
Total Fixed Assets - NBV	0.00	0.00
Total Other Assets - NBV	0.00	0.00
TOTAL ASSETS	129,852.55	117,758.15
CURRENT LIABILITIES		
Payable to Vendors	3,146.95	3,704.65
Accrued Payables	9,309.80	10,168.22
Other	4,904.01	0.00
Current Liabilities	17,360.76	13,872.87
Total Liabilities	17,360.76	13,872.87
OWNERS' EQUITY		
Capital Reserve	80,580.19	81,395.89
C.R.F. - Deposit Interest	873.90	552.27
Roof Reserve	22,320.00	11,160.00
Retained Earnings	10,777.12	10,273.12
Net Income	(2,059.42)	504.00
Total Owners' Equity	112,491.79	103,885.28
LIABILITIES & EQUITY	129,852.55	117,758.15

BALANCE SHEET
Martello Property Services(Trust)
Capilano Ridge BCS 130
Townhouses/Duplex

	Apr 2012	Apr 2011
CURRENT ASSETS		
Petty Cash	97.90	97.90
Bank	3,454.52	426.59
Contingency Reserve	62,751.14	65,236.68
C.R.F. - Deposit Interest	839.62	528.48
Tenants Receivable	(225.15)	634.71
Receivable - Other	2,466.34	0.00
Prepaid Insurance	11,098.51	3,170.69
Current Assets	80,482.88	70,095.05
Total Fixed Assets - NBV	0.00	0.00
Total Other Assets - NBV	0.00	0.00
TOTAL ASSETS	80,482.88	70,095.05
CURRENT LIABILITIES		
Payable to Vendors	3,197.65	2,854.52
Accrued Payables	2,867.36	1,133.13
Other	2,466.34	0.00
Inter-Company Payables	0.00	3,660.00
Current Liabilities	8,531.35	7,647.65
LONG TERM LIABILITIES		
Security Deposits	500.00	500.00
Long-Term Liabilities	500.00	500.00
Total Liabilities	9,031.35	8,147.65
OWNERS' EQUITY		
Capital Reserve	51,537.48	58,396.68
C.R.F. - Deposit Interest	839.62	528.48
Roof Reserve	13,680.00	6,840.00
Retained Earnings	(3,817.76)	30.02
Net Income	9,212.19	(3,847.78)
Total Owners' Equity	71,451.53	61,947.40
LIABILITIES & EQUITY	80,482.88	70,095.05

Database:
ENTITY: 224

Accrual, Cash

Comparative Income Statement
INCOME STATEMENT
Martello Property Services(Trust)
Capilano Ridge BCS 130

Page: 1
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	Current Period				Year-To-Date				Current
	Actual	Budget			Actual	Budget			Annual
Thru:	Apr 2012	Apr 2012	Variance	%age	Apr 2012	Apr 2012	Variance	%age	Budget
REVENUE									
Strata Fees	17,523.46	17,523.00	0.46	0.00%	210,281.41	210,276.00	5.41	0.00%	210,276.00
NSF Fees	25.00	0.00	25.00	0.00%	50.00	0.00	50.00	0.00%	0.00
Late Charges	(5.26)	0.00	(5.26)	0.00%	60.84	0.00	60.84	0.00%	0.00
Direct Recovery	56.00	0.00	56.00	0.00%	5,847.92	0.00	5,847.92	0.00%	0.00
Miscellaneous	114.09	0.00	114.09	0.00%	415.60	0.00	415.60	0.00%	0.00
Interest Income	15.12	0.00	15.12	0.00%	191.95	0.00	191.95	0.00%	0.00
Funding from Contingency	(7,370.35)	0.00	(7,370.35)	0.00%	27,043.65	0.00	27,043.65	0.00%	0.00
TOTAL REVENUE	10,358.06	17,523.00	(7,164.94)	-40.89%	243,891.37	210,276.00	33,615.37	15.99%	210,276.00
EXPENSES									
Window Cleaning	0.00	108.00	108.00	100.00%	0.00	1,296.00	1,296.00	100.00%	1,296.00
Garbage Removal	365.50	284.00	(81.50)	-28.70%	4,150.82	3,408.00	(742.82)	-21.80%	3,408.00
Janitorial Contract	952.00	958.00	6.00	0.63%	11,424.00	11,496.00	72.00	0.63%	11,496.00
Dryer vent cleaning	0.00	166.00	166.00	100.00%	0.00	1,992.00	1,992.00	100.00%	1,992.00
Elevator Maintenance	208.93	225.00	16.07	7.14%	3,081.01	2,700.00	(381.01)	-14.11%	2,700.00
Fire and Life Safety	0.00	333.00	333.00	100.00%	10,804.62	3,996.00	(6,808.62)	-170.39%	3,996.00
HVAC Servicing	580.16	292.00	(288.16)	-98.68%	7,024.78	3,504.00	(3,520.78)	-100.48%	3,504.00
General	5,995.92	2,163.00	(3,832.92)	-177.20%	43,060.78	25,956.00	(17,104.78)	-65.90%	25,956.00
Enterphone/Intercom	123.80	125.00	1.20	0.96%	1,416.28	1,500.00	83.72	5.58%	1,500.00
Roof	(591.92)	0.00	591.92	0.00%	0.00	0.00	0.00	0.00%	0.00
Electricity	947.00	1,250.00	303.00	24.24%	14,978.84	15,000.00	21.16	0.14%	15,000.00
Gas	2,947.88	2,500.00	(447.88)	-17.92%	29,714.87	30,000.00	285.13	0.95%	30,000.00
Landscaping Contract	1,441.44	1,824.00	382.56	20.97%	19,393.92	21,888.00	2,494.08	11.39%	21,888.00
Landscape Upgrades	0.00	208.00	208.00	100.00%	144.03	2,496.00	2,351.97	94.23%	2,496.00
Tree Pruning	0.00	125.00	125.00	100.00%	0.00	1,500.00	1,500.00	100.00%	1,500.00
Snow Removal	328.73	83.00	(245.73)	-296.06%	328.73	996.00	667.27	66.99%	996.00
Workers Compensation	0.00	0.00	0.00	0.00%	119.22	0.00	(119.22)	0.00%	0.00
Management Fees	1,176.00	1,176.00	0.00	0.00%	14,112.00	14,112.00	0.00	0.00%	14,112.00
Sundry Operating Expenses	175.21	192.00	16.79	8.74%	2,481.24	2,304.00	(177.24)	-7.69%	2,304.00
Direct Recovery	56.00	0.00	(56.00)	0.00%	5,847.92	0.00	(5,847.92)	0.00%	0.00
Building Insurance	2,867.84	2,458.00	(409.84)	-16.67%	31,998.56	29,496.00	(2,502.56)	-8.48%	29,496.00

	Current Period				Year-To-Date				Current
	Actual	Budget			Actual	Budget			Annual
Thru:	Apr 2012	Apr 2012	Variance	%age	Apr 2012	Apr 2012	Variance	%age	Budget
Bank Service Charges	29.95	29.00	(0.95)	-3.28%	368.98	348.00	(20.98)	-6.03%	348.00
Contingency Reserve Fund	1,524.00	1,524.00	0.00	0.00%	18,288.00	18,288.00	0.00	0.00%	18,288.00
Roof Reserve	1,500.00	1,500.00	0.00	0.00%	18,000.00	18,000.00	0.00	0.00%	18,000.00
TOTAL EXPENSES	20,628.44	17,523.00	(3,105.44)	-17.72%	236,738.60	210,276.00	(26,462.60)	-12.58%	210,276.00
NET INCOME	(10,270.38)	0.00	(10,270.38)		7,152.77	0.00	7,152.77		0.00

Database:
ENTITY: 224

Department: A
Accrual, Cash

Comparative Income Statement
INCOME STATEMENT
Martello Property Services(Trust)
Capilano Ridge BCS 130
Apartments

Date: 6/4/2012
Time: 03:43 PM

	Current Period				Year-To-Date				Current
	Actual	Budget			Actual	Budget			Annual
Thru:	Apr 2012	Apr 2012	Variance	%age	Apr 2012	Apr 2012	Variance	%age	Budget
REVENUE									
Strata Fees	12,303.53	12,303.00	0.53	0.00%	147,642.36	147,636.00	6.36	0.00%	147,636.00
NSF Fees	25.00	0.00	25.00	0.00%	50.00	0.00	50.00	0.00%	0.00
Late Charges	0.00	0.00	0.00	0.00%	6.63	0.00	6.63	0.00%	0.00
Direct Recovery	0.00	0.00	0.00	0.00%	161.28	0.00	161.28	0.00%	0.00
Miscellaneous	0.31	0.00	0.31	0.00%	125.31	0.00	125.31	0.00%	0.00
Interest Income	10.58	0.00	10.58	0.00%	134.36	0.00	134.36	0.00%	0.00
Funding from Contingency	(4,904.01)	0.00	(4,904.01)	0.00%	14,711.97	0.00	14,711.97	0.00%	0.00
TOTAL REVENUE	7,435.41	12,303.00	(4,867.59)	-39.56%	162,831.91	147,636.00	15,195.91	10.29%	147,636.00
EXPENSES									
Window Cleaning	0.00	55.00	55.00	100.00%	0.00	660.00	660.00	100.00%	660.00
Garbage Removal	218.33	145.00	(73.33)	-50.57%	2,381.85	1,740.00	(641.85)	-36.89%	1,740.00
Janitorial Contract	780.64	789.00	8.36	1.06%	9,367.68	9,468.00	100.32	1.06%	9,468.00
Dryer vent cleaning	0.00	85.00	85.00	100.00%	0.00	1,020.00	1,020.00	100.00%	1,020.00
Elevator Maintenance	208.93	225.00	16.07	7.14%	3,081.01	2,700.00	(381.01)	-14.11%	2,700.00
Fire and Life Safety	0.00	170.00	170.00	100.00%	8,507.92	2,040.00	(6,467.92)	-317.05%	2,040.00
HVAC Servicing	580.16	292.00	(288.16)	-98.68%	7,024.78	3,504.00	(3,520.78)	-100.48%	3,504.00
General	2,111.20	1,583.00	(528.20)	-33.37%	26,806.19	18,996.00	(7,810.19)	-41.11%	18,996.00
Enterphone/Intercom	123.80	125.00	1.20	0.96%	1,416.28	1,500.00	83.72	5.58%	1,500.00
Electricity	900.00	1,181.00	281.00	23.79%	14,400.74	14,172.00	(228.74)	-1.61%	14,172.00
Gas	2,947.88	2,500.00	(447.88)	-17.92%	29,714.87	30,000.00	285.13	0.95%	30,000.00
Landscaping Contract	735.86	931.00	195.14	20.96%	9,899.92	11,172.00	1,272.08	11.39%	11,172.00
Landscape Upgrades	0.00	106.00	106.00	100.00%	73.46	1,272.00	1,198.54	94.22%	1,272.00
Tree Pruning	0.00	64.00	64.00	100.00%	0.00	768.00	768.00	100.00%	768.00
Snow Removal	167.82	42.00	(125.82)	-299.57%	167.82	504.00	336.18	66.70%	504.00
Workers Compensation	0.00	0.00	0.00	0.00%	60.87	0.00	(60.87)	0.00%	0.00
Management Fees	600.34	600.00	(0.34)	-0.06%	7,204.08	7,200.00	(4.08)	-0.06%	7,200.00
Sundry Operating Expenses	92.38	98.00	5.62	5.73%	1,268.28	1,176.00	(92.28)	-7.85%	1,176.00
Direct Recovery	0.00	0.00	0.00	0.00%	161.28	0.00	(161.28)	0.00%	0.00
Building Insurance	1,634.67	1,255.00	(379.67)	-30.25%	18,655.65	15,060.00	(3,595.65)	-23.88%	15,060.00
Bank Service Charges	15.29	15.00	(0.29)	-1.93%	194.65	180.00	(14.65)	-8.14%	180.00
Contingency Reserve Fund	1,112.00	1,112.00	0.00	0.00%	13,344.00	13,344.00	0.00	0.00%	13,344.00
Roof Reserve	930.00	930.00	0.00	0.00%	11,160.00	11,160.00	0.00	0.00%	11,160.00
TOTAL EXPENSES	13,159.30	12,303.00	(856.30)	-6.96%	164,891.33	147,636.00	(17,255.33)	-11.69%	147,636.00

Comparative Income Statement
INCOME STATEMENT
Martello Property Services(Trust)
Capilano Ridge BCS 130
Apartments

	Current Period				Year-To-Date				Current
Thru:	Actual Apr 2012	Budget Apr 2012	Variance	%age	Actual Apr 2012	Budget Apr 2012	Variance	%age	Annual Budget
NET INCOME	(5,723.89)	0.00	(5,723.89)		(2,059.42)	0.00	(2,059.42)		0.00

Comparative Income Statement
INCOME STATEMENT
Martello Property Services(Trust)
Capilano Ridge BCS 130
Townhouses/Duplex

	Current Period				Year-To-Date				Current
	Actual	Budget			Actual	Budget			Annual
Thru:	Apr 2012	Apr 2012	Variance	%age	Apr 2012	Apr 2012	Variance	%age	Budget
REVENUE									
Strata Fees	5,219.93	5,220.00	(0.07)	0.00%	62,639.05	62,640.00	(0.95)	0.00%	62,640.00
Late Charges	(5.26)	0.00	(5.26)	0.00%	54.21	0.00	54.21	0.00%	0.00
Direct Recovery	56.00	0.00	56.00	0.00%	5,686.64	0.00	5,686.64	0.00%	0.00
Miscellaneous	113.78	0.00	113.78	0.00%	290.29	0.00	290.29	0.00%	0.00
Interest Income	4.54	0.00	4.54	0.00%	57.59	0.00	57.59	0.00%	0.00
Funding from Contingency	(2,466.34)	0.00	(2,466.34)	0.00%	12,331.68	0.00	12,331.68	0.00%	0.00
TOTAL REVENUE	2,922.65	5,220.00	(2,297.35)	-44.01%	81,059.46	62,640.00	18,419.46	29.41%	62,640.00
EXPENSES									
Window Cleaning	0.00	53.00	53.00	100.00%	0.00	636.00	636.00	100.00%	636.00
Garbage Removal	147.17	139.00	(8.17)	-5.88%	1,768.97	1,668.00	(100.97)	-6.05%	1,668.00
Janitorial Contract	171.36	169.00	(2.36)	-1.40%	2,056.32	2,028.00	(28.32)	-1.40%	2,028.00
Dryer vent cleaning	0.00	81.00	81.00	100.00%	0.00	972.00	972.00	100.00%	972.00
Fire and Life Safety	0.00	163.00	163.00	100.00%	2,296.70	1,956.00	(340.70)	-17.42%	1,956.00
General	3,884.72	580.00	(3,304.72)	-569.78%	16,254.59	6,960.00	(9,294.59)	-133.54%	6,960.00
Roof	(591.92)	0.00	591.92	0.00%	0.00	0.00	0.00	0.00%	0.00
Electricity	47.00	69.00	22.00	31.88%	578.10	828.00	249.90	30.18%	828.00
Landscaping Contract	705.58	893.00	187.42	20.99%	9,494.00	10,716.00	1,222.00	11.40%	10,716.00
Landscape Upgrades	0.00	102.00	102.00	100.00%	70.57	1,224.00	1,153.43	94.23%	1,224.00
Tree Pruning	0.00	61.00	61.00	100.00%	0.00	732.00	732.00	100.00%	732.00
Snow Removal	160.91	41.00	(119.91)	-292.46%	160.91	492.00	331.09	67.29%	492.00
Workers Compensation	0.00	0.00	0.00	0.00%	58.35	0.00	(58.35)	0.00%	0.00
Management Fees	575.66	576.00	0.34	0.06%	6,907.92	6,912.00	4.08	0.06%	6,912.00
Sundry Operating Expenses	82.83	94.00	11.17	11.88%	1,212.96	1,128.00	(84.96)	-7.53%	1,128.00
Direct Recovery	56.00	0.00	(56.00)	0.00%	5,686.64	0.00	(5,686.64)	0.00%	0.00
Building Insurance	1,233.17	1,203.00	(30.17)	-2.51%	13,342.91	14,436.00	1,093.09	7.57%	14,436.00
Bank Service Charges	14.66	14.00	(0.66)	-4.71%	174.33	168.00	(6.33)	-3.77%	168.00
Contingency Reserve Fund	412.00	412.00	0.00	0.00%	4,944.00	4,944.00	0.00	0.00%	4,944.00
Roof Reserve	570.00	570.00	0.00	0.00%	6,840.00	6,840.00	0.00	0.00%	6,840.00
TOTAL EXPENSES	7,469.14	5,220.00	(2,249.14)	-43.09%	71,847.27	62,640.00	(9,207.27)	-14.70%	62,640.00
NET INCOME	(4,546.49)	0.00	(4,546.49)		9,212.19	0.00	9,212.19		0.00

Martello
Property Services Inc.

CONTINGENCY RESERVE FUND ANALYSIS

STRATA CORPORATION BCS 130 – CAPILANO RIDGE
For fiscal period May 1, 2011– April 30, 2012

Balance of C. R. F. as at April 30, 2011	$ 158,873.32
Allocation for fiscal period May 1, 2011 to April 30, 2012	$ 18,288.00
Allocation for fiscal period May 1, 2011 to April 30, 2012- Roof Reserve	$ 18,000.00
Interest Earned on C.R.F. as at April 30, 2012	$ 1,713.52
Less: 2012 Insurance Premium Loan Remaining Balance (Paid Monthly)	($ 27,043.65)
Balance of C.R.F. as at April 30, 2012	**$ 169,831.19**

STRATA CORPORATION BCS 130- CAPILANO RIDGE

PROPOSED ANNUAL OPERATING BUDGET

EFFECTIVE MAY 1, 2012 - APRIL 30, 2013

	Apartments			Townhouses			Consolidated
	Approved 2011-12	Actual 2011-12	Proposed 2012-13	Approved 2011-12	Actual 2011-12	Proposed 2012-13	Proposed TOTAL
REVENUE							
Strata Fees	$ 147,636.00	$ 147,642.36	$ 159,603.84	$ 62,640.00	$ 62,639.05	$ 69,011.16	$ 228,615.00
NSF Fees		$ 50.00					$ -
Late Charges		$ 6.63			$ 54.21		$ -
Direct Recovery		$ 161.28			$ 5,686.64		$ -
Miscellaneous		$ 125.31			$ 290.29		$ -
Interest Income		$ 134.36			$ 57.59		$ -
Funding from Contingency		$ 14,711.97			$ 12,331.68		$ -
TOTAL REVENUE	**$ 147,636.00**	**$ 162,831.91**	**$ 159,603.84**	**$ 62,640.00**	**$ 81,059.46**	**$ 69,011.16**	**$ 228,615.00**
OPERATING EXPENSES							
Bank Service Charges	$ 180.00	$ 194.65	$ 180.00	$ 168.00	$ 174.33	$ 168.00	$ 348.00
Building Insurance	$ 15,060.00	$ 18,655.65	$ 19,400.00	$ 14,436.00	$ 13,342.91	$ 14,436.00	$ 33,836.00
Direct Recovery	$ -	$ 161.28			$ 5,686.64		$ -
Dryer Vent Cleaning	$ 1,020.00	$ -	$ 1,020.00	$ 972.00	$ -	$ 975.00	$ 1,995.00
Electricity	$ 14,172.00	$ 14,400.74	$ 14,172.00	$ 828.00	$ 578.10	$ 828.00	$ 15,000.00
Elevator Maintenance	$ 2,700.00	$ 3,081.01	$ 3,000.00	$ -			$ 3,000.00
Enterphone/Intercon	$ 1,500.00	$ 1,416.28	$ 1,500.00	$ -			$ 1,500.00
Fire and Life Safety	$ 2,040.00	$ 8,507.92	$ 3,000.00	$ 1,956.00	$ 2,296.70	$ 2,200.00	$ 5,200.00
Garbage Removal	$ 1,740.00	$ 2,381.85	$ 2,500.00	$ 1,668.00	$ 1,768.97	$ 1,800.00	$ 4,300.00
Gas	$ 30,000.00	$ 29,714.87	$ 30,000.00				$ 30,000.00
General	$ 18,996.00	$ 26,806.19	$ 19,000.00	$ 6,960.00	$ 16,254.59	$ 4,500.00	$ 23,500.00
Gutters			$ 3,500.00			$ 4,000.00	$ 7,500.00
HVAC Servicing	$ 3,504.00	$ 7,024.78	$ 3,500.00	$ -			$ 3,500.00
Janitorial Contract	$ 9,468.00	$ 9,367.68	$ 9,468.00	$ 2,028.00	$ 2,056.32	$ 2,028.00	$ 11,496.00
Landscape Updgrades	$ 1,272.00	$ 73.46	$ 1,000.00	$ 1,224.00	$ 70.57	$ 1,000.00	$ 2,000.00
Landscaping Contract	$ 11,172.00	$ 9,899.92	$ 10,672.00	$ 10,716.00	$ 9,494.00	$ 10,216.00	$ 20,888.00
Management Fees	$ 7,200.00	$ 7,204.08	$ 7,539.84	$ 6,912.00	$ 6,907.92	$ 7,244.16	$ 14,784.00
Power Washing			$ 2,350.00			$ 2,350.00	$ 4,700.00
Snow Removal	$ 504.00	$ 167.82	$ 504.00	$ 492.00	$ 160.91	$ 492.00	$ 996.00
Sundry Operating Expenses	$ 1,176.00	$ 1,268.28	$ 1,176.00	$ 1,128.00	$ 1,212.96	$ 1,128.00	$ 2,304.00
Tree Pruning	$ 768.00	$ -	$ 768.00	$ 732.00	$ -	$ 732.00	$ 1,500.00
Window Cleaning	$ 660.00	$ -	$ 750.00	$ 636.00	$ -	$ 750.00	$ 1,500.00
Workers Compensation	$ -	$ 60.87	$ 100.00		$ 58.35	$ 100.00	$ 200.00
CAPITAL RESERVE EXPENSES							
Contingency Reserve Fund	$ 13,344.00	$ 13,344.00	$ 24,504.00	$ 4,944.00	$ 4,944.00	$ 14,064.00	$ 38,568.00
Roof Reserve	$ 11,160.00	$ 11,160.00		$ 6,840.00	$ 6,840.00		$ -
TOTAL EXPENSES	**$ 147,636.00**	**$ 164,891.33**	**$ 159,603.84**	**$ 62,640.00**	**$ 71,847.27**	**$ 69,011.16**	**$ 228,615.00**
SURPLUS/(DEFICIT)	$ -	**$ (2,059.42)**	$ -	$ -	**$ 9,212.19**	$ -	$ -

Capilano Ridge - BCS 130					
Proposed Monthly Maintenance Fees					
For the period - - May 1, 2012 to April 30, 2013					
SL	**Unit**	**U.E.**	**CRF**	**Operating**	**TOTAL**
1	3115	206	$ 69.92	$ 273.17	$ 343.09
2	3117	129	$ 43.78	$ 171.06	$ 214.85
3	3119	129	$ 43.78	$ 171.06	$ 214.85
4	3121	129	$ 43.78	$ 171.06	$ 214.85
5	3123	127	$ 43.11	$ 168.41	$ 211.52
6	3127	222	$ 75.35	$ 294.39	$ 369.74
7	3129	233	$ 79.08	$ 308.98	$ 388.06
8	3131	233	$ 79.08	$ 308.98	$ 388.06
9	3133	232	$ 78.74	$ 307.65	$ 386.39
10	3135	139	$ 47.18	$ 184.32	$ 231.50
11	3137	141	$ 47.86	$ 186.98	$ 234.83
12	3139	222	$ 75.35	$ 294.39	$ 369.74
13	3141	295	$ 100.13	$ 391.19	$ 491.32
14	3143	296	$ 100.47	$ 392.52	$ 492.98
15	3145	127	$ 43.11	$ 168.41	$ 211.52
16	3147	129	$ 43.78	$ 171.06	$ 214.85
17	3149	129	$ 43.78	$ 171.06	$ 214.85
18	3151	129	$ 43.78	$ 171.06	$ 214.85
19	3153	206	$ 69.92	$ 273.17	$ 343.09
Townhouses		**3453**	**$ 1,172.00**	**$ 4,578.93**	**$ 5,750.93**
20	101	109	$ 61.81	$ 340.78	$ 402.59
21	102	125	$ 70.88	$ 390.81	$ 461.69
22	103	125	$ 70.88	$ 390.81	$ 461.69
23	104	107	$ 60.68	$ 334.53	$ 395.21
24	105	107	$ 60.68	$ 334.53	$ 395.21
25	106	107	$ 60.68	$ 334.53	$ 395.21
26	107	125	$ 70.88	$ 390.81	$ 461.69
27	108	107	$ 60.68	$ 334.53	$ 395.21
28	109	125	$ 70.88	$ 390.81	$ 461.69
29	110	121	$ 68.61	$ 378.30	$ 446.91
30	111	119	$ 67.48	$ 372.05	$ 439.53
31	201	109	$ 61.81	$ 340.78	$ 402.59
32	202	125	$ 70.88	$ 390.81	$ 461.69
33	203	126	$ 71.45	$ 393.93	$ 465.38
34	204	108	$ 61.24	$ 337.66	$ 398.90
35	205	108	$ 61.24	$ 337.66	$ 398.90
36	206	108	$ 61.24	$ 337.66	$ 398.90
37	207	126	$ 71.45	$ 393.93	$ 465.38
38	208	108	$ 61.24	$ 337.66	$ 398.90
39	209	126	$ 71.45	$ 393.93	$ 465.38
40	210	125	$ 70.88	$ 390.81	$ 461.69

SL	Unit	U.E.	CRF	Operating	TOTAL
41	211	119	$ 67.48	$ 372.05	$ 439.53
42	301	109	$ 61.81	$ 340.78	$ 402.59
43	302	107	$ 60.68	$ 334.53	$ 395.21
44	303	108	$ 61.24	$ 337.66	$ 398.90
45	304	108	$ 61.24	$ 337.66	$ 398.90
46	305	126	$ 71.45	$ 393.93	$ 465.38
47	306	108	$ 61.24	$ 337.66	$ 398.90
48	307	126	$ 71.45	$ 393.93	$ 465.38
49	308	125	$ 70.88	$ 390.81	$ 461.69
50	309	119	$ 67.48	$ 372.05	$ 439.53
Apartments		**3601**	**$ 2,042.00**	**$ 11,258.32**	**$ 13,300.32**
Consolidated		**7054**	**$ 3,214.00**	**$ 15,837.25**	**$ 19,051.25**
Proposed Annual Maintenance Fees - May 1, 2012 to April 30, 2013					
Townhouses			$ 14,064.00	$ 54,947.16	$ 69,011.16
Apartments			$ 24,504.00	$ 135,099.84	$ 159,603.84
Consolidated			$ 38,568.00	$ 190,047.00	$ 228,615.00

OPERATING BUDGET EXPLANATORY NOTES
BCS 130 – CAPILANO RIDGE

BANK SERVICE CHARGES
Provision for bank service charges in maintaining Strata Corporation trust accounts.

BUILDING INSURANCE
In accordance with Sections 149 – 152 of the Strata Property Act, the Strata Corporation is required to maintain full replacement value coverage on all buildings and equipment. All owners should carry their own insurance coverage's on their personal belongings, betterment's and improvements, as well as personal liability coverage.

DIRECT RECOVERY
Provision for collection of Owners charge back

DRYER VENT CLEANING
Provision for the cost of annual dryer vent cleaning

ELECTRICITY
Provision for common area lighting, accent lighting, and equipment (i.e. driveway & entry gates).

ELEVATOR MAINTENANCE
Provision for maintaining and repairing the elevator in the Apartment complex

ENTERPHONE
Provision to repair/replace and maintenance of enterphone system.

FIRE LIFE AND SAFETY
Provision for the cost of the mandatory annual fire inspection of the in suites smoke detectors and common areas fire prevention equipments.

GARBAGE REMOVAL/RECYCLING
Provision for contracted weekly curbside pick-up of garbage containers (maximum 2 per unit) with BFI Waste Management Services and weekly pick-up of recycling container with Urban Impact Recycling.

GAS
Provision for the cost of common area gas usage.

GENERAL
Provision for repairs and maintenance of the common property not specific to the budget. Also, included are the cost photocopying and postage for the Strata Corporation business

GUTTERS
Provision for cleaning outside gutters around the complex.

HVAC SERVICING
Provision for HVAC maintenance in the Apartment complex

JANITORIAL CONTRACT
Provision for the janitorial contract to maintain the common property.

LANDSCAPES UPGRADES
Provisions for landscaping improvements around the complex.

LANDSCAPING CONTRACT
Provision for landscape maintenance service contract to maintain lawns and boulevards (including liming, application of herbicides for weed and moss control, aerating of lawns) garden areas, pruning and spraying of shrubs and trees.

MANAGEMENT FEES
Provision for Service Management Contract paid to the Property Management Company. These include collection of fees, screening and paying of invoices, preparation of monthly financial statements, supervision of maintenance contract and operations of the Strata Corporation, attending and taking of Meeting Minutes (General & Strata Council), assisting Strata Council, and owners.

POWER WASHING
Provision for the annual power washing of the common property around the complex.

SNOW REMOVAL
Provision for the common property snow removal during winter months

SUNDRY OPERATING EXPENSES
Provision for common area expenses not specific to the operating budget of Capilano Ridge

TREE PRUNING
Provision for the tree care on the common properly

WINDOW CLEANING
Provision for the annual window cleaning for the apartments and townhouses

WORKERS COMPENSATION
Provision for the WCB annual premium as per the requirements.

RESOLUTION #1 – ¾ VOTE
SPECIAL LEVY TO FUND 2011 YEAR END DEFICIT - APARTMENTS

WHEREAS, Strata Plan BCS 130 Capilano Ridge fiscal year end December 31, 2011 resulted in a deficit of $2,059.42 in the Apartment Section, therefore:

BE IT RESOLVED by Apartment Owners of Strata Plan BCS 130 Capilano Ridge to fund the deficit total of $2,059.42 by way of Special Levy to Apartment Owners and calculated by unit entitlement. The onetime Special Levy is payable and due August 1, 2012. A late payment charge of $50.00 will be charge to Owners Strata Lot account if the Special Levy amount due to the Strata Lot is not paid by the due date August 1, 2012.

RESOLUTION #2 – ¾ VOTE
SPECIAL LEVY TO FUND ATTIC INSPECTIONS - TOWNHOUSES

WHEREAS, Strata Plan BCS 130 Capilano Ridge needs to complete the investigation of the fifteen (15) remaining attics in the Townhouse Section, therefore:

BE IT RESOLVED by Townhouse Owners of Strata Plan BCS 130 Capilano Ridge to perform further attic investigation and report by Kevin Adair Building Maintenance. The cost of $4,200.00 including HST will be funded by way of onetime Special Levy to Townhouse Owners and calculated by unit entitlement. The Special Levy is due and payable by August 1, 2012. A late payment charge of $50.00 will be charge to Owners Strata Lot account if the Special Levy amount due to the Strata Lot is not paid by the due date August 1, 2012.

RESOLUTION #3– ¾ VOTE
CONSOLIDATION OF CAPITAL RESERVE FUNDS - Apartments and Townhouses

WHEREAS, Strata Plan BCS 130 Capilano Ridge may simplify the accounting of Capital Reserve Funds (CRF) by consolidation into a single fund, therefore:

BE IT RESOLVED by Apartment and Townhouse Owners of Strata Plan BCS 130 Capilano Ridge to transfer the total amount accumulated in the "Roof Reserve Account" into the "Capital Reserve Fund (CRF)" upon passing of this resolution.

RESOLUTION #4– ¾ VOTE
MINUTES OF THE MEETING – ELECTRONIC COMMUNICATION
Apartments and Townhouses

WHEREAS, Strata Plan BCS 130 Capilano Ridge to save the Strata Corporation the cost of printing and mailing of the Council Meeting minutes and notices therefore:

BE IT RESOLVED by Apartment and Townhouse Owners of Strata Plan BCS 130 Capilano Ridge that the Council Meeting minutes and all notices be delivered to Owners through electronic communication such as email or downloading from the Martello website thirty (30) days after its posted.

Capilano Ridge - BCS 130			
Proposed Special Levy (Apartments)			
Year end Deficit (2011)			
SL	Unit	U.E.	Special Levy Amount
20	101	109	$ 62.34
21	102	125	$ 71.49
22	103	125	$ 71.49
23	104	107	$ 61.19
24	105	107	$ 61.19
25	106	107	$ 61.19
26	107	125	$ 71.49
27	108	107	$ 61.19
28	109	125	$ 71.49
29	110	121	$ 69.20
30	111	119	$ 68.06
31	201	109	$ 62.34
32	202	125	$ 71.49
33	203	126	$ 72.06
34	204	108	$ 61.77
35	205	108	$ 61.77
36	206	108	$ 61.77
37	207	126	$ 72.06
38	208	108	$ 61.77
39	209	126	$ 72.06
40	210	125	$ 71.49
41	211	119	$ 68.06
42	301	109	$ 62.34
43	302	107	$ 61.19
44	303	108	$ 61.77
45	304	108	$ 61.77
46	305	126	$ 72.06
47	306	108	$ 61.77
48	307	126	$ 72.06
49	308	125	$ 71.49
50	309	119	$ 68.06
Total		**3601**	**$ 2,059.42**
			$ 2,059.42

Capilano Ridge - BCS 130			
Proposed Special Levy (Townhouses)			
Attic Inspection			
SL	Unit	U.E.	(15 units) Attic Reports
1	3115	206	$ 250.56
2	3117	129	$ 156.91
3	3119	129	$ 156.91
4	3121	129	$ 156.91
5	3123	127	$ 154.47
6	3127	222	$ 270.03
7	3129	233	$ 283.41
8	3131	233	$ 283.41
9	3133	232	$ 282.19
10	3135	139	$ 169.07
11	3137	141	$ 171.50
12	3139	222	$ 270.03
13	3141	295	$ 358.82
14	3143	296	$ 360.03
15	3145	127	$ 154.47
16	3147	129	$ 156.91
17	3149	129	$ 156.91
18	3151	129	$ 156.91
19	3153	206	$ 250.56
Total		**3453**	**$ 4,200.00**
			$ 4,200.00

Martello
Property Services Inc.

PROXY FORM

Section 56

DATED THIS _____ day of _____ , 2012

I/(We)_____

of _____ in the City _____

British Columbia, being Registered Owner(s) of Strata Lot(s) _____,

Strata Plan BCS 130 Capilano Ridge, *Unit # and/or Strata Lot #:* _____,

hereby appoint:

_____ or failing
him/her

_____ or failing
him/her

as my/(our) Proxy for me/(us) and on my/(our) behalf at the **Annual General Meeting of the Owners, Strata Plan BCS 130 Capilano Ridge to be held on the 25th day of June 2012,** and at any adjournment thereof.

I (We) _____ understand that signing this Proxy allows the assigned Proxy holder to vote arbitrarily on my behalf on any/all votes tabled at the General Meeting.

_____
Signature of Strata Lot Owner(s)

_____
Print Name of Strata Lot Owner(s)