

Date Delivered July 26, 2019 02:23PM

Strata Manager BAYVIEW STRATA SERVICES INC.

eStrataHub Order Number 311198

Folio Reference #22 - 1720 - 13

Requestor Company Sotheby's International Realty Canada

Requested By Shane Wilson

Property Name Aldergrove Place

Strata Plan # VIS3451

Strata Lot # 21

Civic Address #22 - 1720 - 13th Street Courtenay, BC

Documents and Files in this Container for Order 311198(Folio:#22 - 1720 - 13)

Form B - Information Certificate

eSH311198-01-Form B - Information Certificate_VIS3451-SL21-Form B- July 26 2019.pdf

eSH311198-02-Form B - Information Certificate_Bylaws.pdf

eSH311198-03-Form B - Information Certificate_Budget 2018-2019.pdf

eSH311198-04-Form B - Information Certificate_Strata Fees 2018-2019.pdf

eSH311198-05-Form B - Information Certificate_Depreciation Report 2017.pdf

Rules

Not Available - NO RULES ON FILE FOR THIS STRATA CORPORATION

Bylaws

Not Available - ENTERED AS PART OF FORM B

Document is not available

Document:	Rules
Property:	Aldergrove Place
Strata Plan #:	VIS3451
Strata Lot #:	21
Comment:	NO RULES ON FILE FOR THIS STRATA CORPORATION

Document is not available

Document:	Bylaws
Property:	Aldergrove Place
Strata Plan #:	VIS3451
Strata Lot #:	21
Comment:	ENTERED AS PART OF FORM B

Strata Property Act
Form B
INFORMATION CERTIFICATE
(Section 59)

The Owners, Strata Plan VIS3451 [the registration number of the strata plan] certify that the information contained in this certificate with respect to Strata Lot 21 [strata lot number as shown on strata plan] is correct as of the date of this certificate.

[Attach a separate sheet if the space on this form is insufficient].

- (a) Monthly strata fees payable by the owner of the strata lot described above \$222.13
- (b) Any amount owing to the strata corporation by the owner of the strata lot described above (other than an amount paid into court, or to the strata corporation in trust under section 114 of the Strata Property Act) \$0.00
- (c) Are there any agreements under which the owner of the strata lot described above takes responsibility for expenses relating to alterations to the strata lot, the common property or the common assets?
 no yes [attach copy of all agreements] _____
- (d) Any amount that the owner of the strata lot described above is obligated to pay in the future for a special levy that has already been approved. \$0.00
The payment is to be made by _____ [month day, year].
- (e) Any amount by which the expenses of the strata corporation for the current fiscal year are expected to exceed the expenses budgeted for the fiscal year \$UNKNOWN
- (f) Amount in the contingency reserve fund minus any expenditures which have already been approved but not yet taken from the fund. \$63,188.81
- (g) Are there any amendments to the bylaws that are not yet filed in the land title office?
 no yes [attach copy of all amendments]
- (h) Are there any resolutions passed by a 3/4 vote or unanimous vote that are required to be filed in the land title office but that have not yet been filed in the land title office?
 no yes [attach copy of all resolutions]
(h.1) Are there any winding-up resolutions that have been passed?
 no yes [attach copy of all resolutions]
- (i) Has notice been given for any resolutions, requiring a 3/4 vote or unanimous vote or dealing with an amendment to the bylaws, that have not yet been voted on?
 no yes [attach copy of all notices]
- (j) Is the strata corporation party to any court proceeding or arbitration, and/or are there any judgments or orders against the strata corporation?
 no yes [attach details]

(k) Have any notices or work orders been received by the strata corporation that remain outstanding for the strata lot, the common property or the common assets?

no yes [attach copies of all notices or work orders]

(l) Number of strata lots in the strata plan that are rented

18

(m) Are there any parking stall(s) allocated to the strata lot?

no yes

(i) If no, complete the following by checking the correct box

No parking stall is available

No parking stall is allocated to the strata lot but parking stall(s) within common property might be available

(ii) If yes, complete the following by checking the correct box(es) and indicating the parking stall(s) to which the checked box(es) apply.

Parking stall(s) number(s) _____ is/are part of the strata lot

Parking stall(s) number(s) _____ is/are separate strata lot(s) or parts of a strata lot _____ [strata lot number(s), if known, for each parking stall that is a separate strata lot or part of a separate strata lot]

Parking stall(s) number(s) _____ is/are limited common property

Parking stall(s) number(s) 21 is/are common property

(iii) For each parking stall allocated to the strata lot that is common property, check the correct box and complete the required information.

Parking stall(s) number(s) _____ is/are allocated with strata council approval*

Parking stall(s) number(s) _____ is/are allocated with strata council approval and rented at \$_____ per month*

Parking stall(s) number(s) 21 may have been allocated by owner developer assignment

Details:

[Provide background on the allocation of parking stalls referred to in whichever of the 3 preceding boxes have been selected and attach any applicable documents in the possession of the strata corporation.]

***Note: The allocation of a parking stall that is common property may be limited as short term exclusive use subject to section 76 of the Strata Property Act, or otherwise, and may therefore be subject to change in the future.**

(n) Are there any storage locker(s) allocated to the strata lot?

no yes

(i) If no, complete the following by checking the correct box

No storage locker is available

No storage locker is allocated to the strata lot but storage locker(s) within common property might be available

(ii) If yes, complete the following by checking the correct box(es) and indicating the storage locker(s) to which the checked box(es) apply.

Storage locker(s) number(s) _____ is/are part of the strata lot

Storage locker(s) number(s) _____ is/are separate strata lot(s) or part(s) of a separate strata lot _____ *[strata lot number(s), if known, for each locker that is a separate strata lot or part of a separate strata lot]*

Storage locker(s) number(s) _____ is/are limited common property

Storage locker(s) number(s) _____ is/are common property

(iii) For each storage locker allocated to the strata lot that is common property, check the correct box and complete the required information.

Storage locker(s) number(s) _____ is/are allocated with strata council approval*

Storage locker(s) number(s) _____ is/are allocated with strata council approval and rented at \$_____ per month*

Storage locker(s) number(s) _____ may have been allocated by owner developer assignment

Details:

[Provide background on the allocation of storage lockers referred to in whichever of the 3 preceding boxes have been selected and attach any applicable documents in the possession of the strata corporation.]

***Note: The allocation of a storage locker that is common property may be limited as short term exclusive use subject to section 76 of the *Strata Property Act*, or otherwise, and may therefore be subject to change in the future.**

Required Attachments: In addition to attachments mentioned above, section 59(4) of the Strata Property Act requires that copies of the following must be attached to this Information Certificate:

- The rules (Bylaws) of the strata corporation;
 - The current budget of the strata corporation;
 - The owner developer's Rental Disclosure Statement under section 139, if any; and
 - The most recent depreciation report, if any, obtained by the strata corporation under section 94.
- Above items excluded by request of

Insurance: CHRISTIE-PHOENIX (VICTORIA) ARTHUR J GALLAGHER

Ph: (250) 386-1454

Date: JULY 25, 2019 [month, day, year].

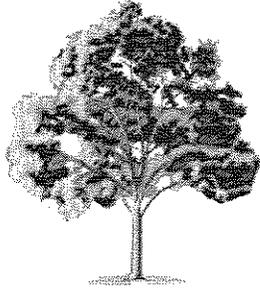
Signature of Council Member

Signature of Second Council Member (not required if council consists of only one member)

OR



Signature of Strata Manager, if authorized by strata



Aldergrove Place

1720 13th Street, Courtenay, BC

Mailing Address
Aldergrove Place VIS 3451
PO Box 30027
Courtenay, BC
V9N 9H8

December 16th. 2015

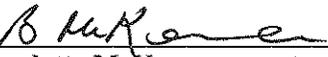
Registrar
Land Title Office
Victoria, B.C.

Please receive herewith the following document for filing:

Form 1 – Amendment to bylaws

The attached bylaws were presented, by Special Resolution, to the owners at the Annual General Meeting held on November 7th, 2015 and were carried by 12 votes in favour of the Resolution and 3 against by those owners present in person or by proxy.

Signed: 
Cari McIntyre, Vice President

Signed: 
Bernadette McKenna, secretary/Treasurer

Name of the applicant: Aldergrove Place Strata Corporation VIS 3451
Address: The Owners, Strata Plan VIS3451
P.O. Box 30027
Courtenay, B.C. V9N 9H8
Telephone: Marg Silman, Strata Manager, at 250-338-6900.

Strata Property Act

Form I

(am. B.C. Reg 312/2009,S 7.)

AMENDMENT TO BYLAWS

(Section 128)

The owners, Strata Plan VIS 3451(the registration number of the strata plan) certify that the following or attached amendments to the bylaws of the strata corporation were approved by a resolution passed in accordance with section 128 of the Strata Property Act at an annual or special general meeting held on Saturday, November 7th, 2015.

Special Resolution 3:

The owners do, by Special Resolution, agree to amend the bylaws as regards Pets which is part of Use of Property Section 3 part 3 to read as follows:

3) An owner, tenant or visitor must not keep any pets on or in a strata lot other than one or more of the following:

- a) a reasonable number of fish or other small aquarium animals;
- b) a reasonable number of small caged animals;
- c) up to two caged bird;
- d) or one cat.
- e) resident owners only will be permitted to have one dog.

4) An owner, tenant or occupant must ensure that all animals are leashed or otherwise secured when on the common property or on land that is a common asset. NO animal is to be chained up and left unattended outside on common property at any time.

Please be aware that any pet in residence at Aldergrove Place at the time this bylaw is passed and registered with the Land Title & Survey will be grand-fathered in accordance with Section 123 of the Strata Property Act.

If this bylaw is approved by the owners, by Special resolution it is to be incorporated into the current bylaws. The bylaws as registered on December 16th 2011 Registration #FB446960 would then be repealed and the amended, merged bylaws would then be filed at the Land Title & Survey Authority office in Victoria.

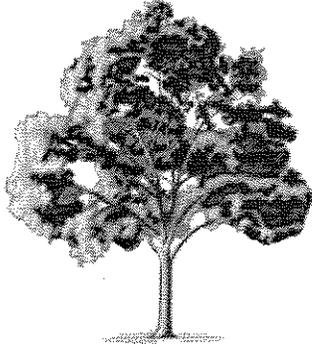
Cari McIntyre/ Brandon Moore. 12 votes in favour/ 3 against. Resolution Carried.

Signed: 
Cari McIntyre, Vice President

Signed: 
Bernadette McKenna, Secretary/Treasurer

Signature of Second Council Member (not required if council consists of only one member)

* Section 128 (2) of the Act provides that an Amendment to Bylaws must be filed in the Land Title Office.



Aldergrove Place

1720 13th Street, Courtenay, BC

VIS 3451

Mailing Address:

PO Box 30027

Courtenay, BC V9N 9H8

VIS 3451

Schedule of Standard Bylaws

as amended by Special Resolution

at the

Annual General Meeting held on

November 7th, 2015

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SCHEDULE OF STANDARD BYLAWS

Repeal & Retention of Previously Registered Bylaws:

BE IT RESOLVED THAT ALL BYLAWS REGISTERED IN THE Victoria Land Title Office to the date hereof (the "First Bylaws" shall be repealed including Instrument No. EH134089 Registered on Oct 7, 1994.

WHEREAS the Strata Corporation wishes to pass bylaws so as to be in conformity with *the Strata Property Act* (the Act).

NOW THEREFORE be it resolved that the Bylaws of The Owners, Strata Plan VIS 3451 be altered, amended or added to as follows:

1.0 STANDARD BYLAWS

The Schedule of Standard Bylaws attached to the Strata Property Act (the "Standard Bylaws") shall be hereby adopted as the bylaws of the Strata Corporation in the place and stead of the Part 5 Bylaws attached to the Condominium Act and the First Bylaws, except as added to, modified, or amended as provided for in these bylaws.

Division 1 – Duties of Owners, Tenants, Occupants and Visitors

1) Payment of strata fees

- 1) An owner must pay strata fees on or before the first day of the month to which the strata fees relate.
- 2) That interest at the rate, not to exceed 10% compounded annually in accordance with the Act Regulations Section 6.8, be added to any arrears for strata fees or special levies which are not paid in the month they become due and payable.
- 3) Council, at their discretion, may seek satisfaction in small claims court as well as lien the subject property for any unit which is more than 90 days in arrears, without prejudice to any other remedies available at law.

2) Repair and maintenance of property by owner.

- 1) An owner must repair and maintain the owner's strata lot, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws. (See section 8 and 40-43 of these bylaws)
- 2) An owner, tenant, occupant or visitor is responsible to repair and maintain all window and patio window coverings in a timely manner.
- 3) An owner, tenant, occupant or visitor must replace window coverings with white or neutral colour if replacement is required.

3) Use of property

- 1) An owner, tenant, occupant or visitor must not use a strata lot, the common property or common assets in a way that:
 - a. causes a nuisance or hazard to another person;
 - b. causes unreasonable noise;
 - c. unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot;
 - d. is illegal; or
 - e. is contrary to a purpose for which the strata lot or common property is intended as shown expressly or by necessary implication on or by the strata plan.

- 2) An owner, tenant, occupant or visitor shall park their vehicles in their designated spaces only and shall not use any part of the common property for the storage of personal effects, vehicles, machinery or equipment. The sidewalks, passages and driveways and parking areas shall not be obstructed by any owner, his family, guests or visitors.
- 3) An owner, tenant or visitor must not keep any pets on a strata lot other than one or more of the following:
 - a. a reasonable number of fish or other small aquarium animals;
 - b. a reasonable number of small caged mammals;
 - c. up to 2 caged birds;
 - d. or one cat.
 - e. resident owners only will be permitted to have one dog.
- 4) An owner, tenant, occupant or visitor must ensure that all animals are leashed or otherwise secured when on the common property or on land that is a common asset. No animal is to be chained up and left unattended outside on common property at any time.
- 5) The owner, tenant, occupant or visitor is required to clean up behind their pets at all times.
- 6) The owner, tenant, occupant or visitor will be levied a \$5.00 monthly pet fee to offset the impact of the pet clean up.
- 7) The owner, tenant, occupant or visitor will be held responsible for any legal actions resulting from pet damage or injury to property or people.

Please be aware that any pet in residence at Aldergrove Place at the time this bylaw is passed and registered with the Land Title and Survey Authority will be grand-fathered in accordance with section 123 of the Strata Property Act.

4) Inform Strata Corporation

- 1) Within 2 weeks of becoming an owner, an owner must inform the strata corporation of the owner's name, strata lot number, email and mailing addresses.

5) Obtain approval before altering a strata lot

- 1) An owner must submit in writing, by letter or email, detailed information and receive approval from the Strata Corporation before making an alteration to a strata lot that involves any of the following:
 - a. the structure of a building;
 - b. the exterior of a building;
 - c. chimneys, stairs, balconies or 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;
 - e. fences, railing or similar structures that enclose a patio, balcony or yard;
 - f. common property located within the boundaries of a strata lot;
 - g. those parts of the strata lot which the strata corporation must insure under section 149 of the Act.
- 2) The Strata Corporation must not unreasonably withhold its approval under subsection (1)

6) Obtain approval before altering common property

- 1) An owner must submit in writing, by letter or email, detailed information and receive approval from the Strata Corporation before making any alterations to a strata lot that involves the common property, including limited common property, or common assets.
- 2) The strata corporation will require, as a condition of its approval, that the owner sign the corporation's indemnity agreement to take responsibility, in perpetuity, for any expenses relating to the alteration.

7) Permit entry to strata lot

- 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, to prevent significant loss or damage;

- 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;
 - c. If the owner fails to provide keys to the unit to the property management, for emergency purposes, the owner will be responsible for any entry cost.
- 2) The notice referred to in subsection (1) (b) must include the date and approximate time of entry and the reason for entry.

Division 2 – Powers and Duties of Strata Corporation

8) Repair and maintenance of property by Strata Corporation

- 1) The Strata Corporation must repair and maintain all of the following except where Indemnity Agreements are in place:
- 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 repair and maintenance that in the ordinary course of events occurs less often than once a year and the following, no matter how often the repair or maintenance ordinarily occurs:
 - 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 and skylights on the exterior of a building or that front on to the common property;
 - v) fences, railings and similar structures that enclose patios, balconies and yards;
 - vi) playground equipment.

Division 3 – Council

9) Council size

- 1) The council must have at least 3 and not more than 7 members.

10) Council members' terms

- 1) The term of office of a council member ends at the end of the annual general meeting at which the new council is elected.
- 2) A person whose term as council member is ending is eligible for re-election.

11) Removing council member

- 1) The Strata Corporation may, by a resolution passed by a $\frac{3}{4}$ majority vote at an annual or special general meeting, remove one or more council members.
- 2) After removing a council member, the strata corporation must hold an election at the same annual or special general meeting to replace the council member for the remainder of the term.

12) Replacing council member

- 1) If a council member resigns or is unwilling or unable to act for a period of 2 or more months, the remaining members of the council may appoint a replacement council member for the remainder of the term.
- 2) A replacement council member may be appointed from any owner in good standing to sit on the council.
- 3) The council may appoint a council member under this section even if the absence of the member being replaced leaves the council without a quorum.

- 4) If all the members of the council resign or are unwilling or unable to act for a period of 2 or more months, persons holding at least 25% of the strata corporation's votes may hold a special general meeting to elect a new council by complying with the provisions of the Act the regulations and the bylaws respecting the calling and holding of meetings.

13) Officers

- 1) At the first meeting of the council held after each annual general meeting of the strata corporation, the council must elect, from among its members, a president, a vice president, a secretary and a treasurer.
- 2) A person may hold more than one office at a time, other than the offices of president and vice president.
- 3) The vice president has the powers and duties of the president while the president is absent or is unwilling or unable to act, or for the remainder of the president's term if the president ceases to hold office.
- 4) If an officer other than the president is unwilling or unable to act for a period of 2 or more months, the council members may appoint a replacement officer from among themselves for the remainder of the term.

14) Calling council meeting

Any council member may call a council meeting by giving the other council members at least one week's notice of the meeting, specifying the reason for the calling the meeting.

- 1) The notice must be in writing or by email.
- 2) A council meeting may be held on less than one week's notice if all council members consent in advance of the meeting, or the meeting is required to deal with an emergency situation, and all council members either consent in advance of the meeting, or are unavailable to provide consent after reasonable attempts to contact them.

15) Requisition of council hearing by owner, tenant or landlord

- 1) By application in writing, stating the reason for the request, an owner or tenant may request a hearing at a council meeting.
- 2) If a hearing is requested under subsection (1), the council must hold a meeting to hear the applicant within one month of the request.
- 3) If the purpose of the hearing is to seek a decision of the council, the council must give the applicant a written decision within two weeks of the hearing.

16) Quorum of council

- 1) A quorum of the council is
 - a. 1, if the council consists of one member,
 - b. 2, if the council consists of 2, 3, or 4 members,
 - c. 3, if the council consists of 5 or 6 members, and
 - d. 4, if the council consists of 7 members.
- 2) Council members must be present in person or by electronic means at the council meeting to be counted in establishing quorum.

17) Council meeting

- 1) At the option of the council, council meeting may be held by electronic means, so long as all council members and other participants can communicate with each other.
- 2) If a council meeting is held by electronic means, council members are deemed to be present in person.

18) Voting at council meetings

- 1) At council meeting, decisions must be made by a majority of council members present in person at the meeting.
- 2) If there is a tie vote at a council meeting, the president may break the tie by casting a second, deciding vote.
- 3) If a vote is required outside of a council meeting, the discussion can be conducted via email. The initial vote reply can be by email to determine if it has passed. Each board member must then return a signed copy of their vote email to the board secretary – either by postal mail, by returning a scan of the signed vote email via email, faxing back the signed copy or using an authenticated electronic signature in the initial email reply.
- 4) The results of all votes at a council meeting must be recorded in the council meeting minutes.

19) Council to inform owner of minutes

- 1) The council must inform owners of the minutes of all council meetings within 2 weeks of the meeting, whether or not the minutes have been approved.

20) Delegation of Council’s powers and duties

- 1) The council may delegate some or all of its powers and duties to one or more council members or persons who are not members of the council, and may revoke the delegation.
- 2) The council may not delegate its powers to determine, based on the facts of a particular case:
 - a. whether a person has contravened a bylaw or rule;
 - b. whether a person should be fined, and the amount of the fine; or
 - c. whether a person should be denied access to a recreational facility.

21) Spending restrictions

- 1) A person may not spend the strata corporation’s money unless the person has been delegated the power to do so in accordance with these bylaws.
- 2) Despite subsection (1) a council member may spend the strata corporation’s money to repair or replace common property or common assets if the repair or replacement is immediately required to ensure safety or prevent significant loss or damage.

22) Limitation on liability of council member

- 1) A council member who acts honestly and in good faith is not personally liable because of anything done or omitted in the exercise or intended exercise of any power or the performance or intended performance of any duty of the council.
- 2) Subsection (1) does not affect a council member’s liability, as an owner, for a judgment against the strata corporation.

Division 4 – Enforcement of Bylaws and Rules

23) Maximum fine

- 1) The Strata corporation may fine an owner or tenant a maximum of:
 - a. \$50 for each contravention of a bylaw, and
 - b. \$10 for each contravention of a rule.

24) Continuing contravention

- 1) If an activity or lack of activity that constitutes a contravention of a bylaw or rule continues, without interruption, for longer than 7 days, a fine may be imposed every 7 days.

Division 5 – Annual and Special General Meetings

25) Attendance at Annual (AGM) and Special General Meeting (SGM)

- 1) At the request of an eligible voter, the AGM or SGM may be held by electronic means, so long as all participants can communicate with each other.
- 2) If an AGM or SGM is held by electronic means, remote participants are deemed to be present in person.

26) Person to chair meeting

- 1) Annual and special general meetings must be chaired by the president of the council.
- 2) If the president of the council is unwilling or unable to act, the meeting must be chaired by the vice president of council.
- 3) If neither the president nor the vice president of the council chairs the meeting, a chair must be elected by the eligible voters present in person or by proxy from among those persons who are present at the meeting.

27) Voting

- 1) At an annual or special general meeting, voting cards must be issued to eligible voters.
- 2) At an annual or special general meeting a vote is decided on a show of voting cards, unless an eligible voter requests a precise count.
- 3) If a precise count is requested, the chair must decide whether it will be by show of voting cards or by roll call, secret ballot or some other method.
- 4) The outcome of each vote, including the number of votes for and against the resolution if a precise count is requested, must be announced by the chair and recorded in the minutes of the meeting.
- 5) If there is a tie vote at an annual or special general meeting, the president, or, if the president is absent or unable or unwilling to vote, the vice-president may break the tie by casting a second, deciding vote.
- 6) Despite anything in this section, an election of council or any other vote must be held by secret ballot, if the secret ballot is requested by an eligible voter.

28) Order of business

- 1) The order of business at annual and special general meetings is as follows:
 - a. certify proxies and corporate representative and issue voting cards;
 - b. determine that there is a quorum;
 - c. elect a person to chair the meeting, if necessary;
 - d. present to the meeting proof of notice of meeting or waiver of notice;
 - e. approve the agenda;
 - f. approve minutes from the last annual or special general meeting;
 - g. deal with unfinished business;
 - h. receive reports of council activities and decisions since the previous annual general meeting, including reports of committees, if the meetings is an annual general meeting;
 - i. ratify any new rules made by the strata corporation under section 125 of the Act;
 - j. report on insurance coverage in accordance with section 154 of the Act, if the meeting is an annual general meeting;
 - k. approve the budget for the coming year in accordance with section 103 of the Act, if the meeting is an annual general meeting;
 - l. deal with new business, including any matters about which notice has been given under section 45 of the Act;
 - m. elect a council, if the meeting is an annual general meeting;
 - n. terminate the meeting.

Division 6 – Voluntary Dispute Resolution

29) Disputes

- 1) A dispute among owners, tenants, the strata corporation or any combination of them may be referred to a dispute resolution committee by a party to the dispute if all parties to the dispute consent and the dispute involves the Act, the regulation, the bylaws or the rules.

- 2) A dispute resolution committee consists of one owner or tenant of the strata corporation nominated by each of the disputing parties and one owner or tenant chosen to chair the committee by the persons nominated by the disputing parties, or any number of persons consented to, or chosen by a method that is consented to, by all the disputing parties.
- 3) The dispute resolution committee must attempt to help the disputing parties to voluntarily end the dispute.

30) Eligibility for council

- 1) The only persons who may be council members are the following:
 - a. owners;
 - b. individuals representing corporate owners;
 - c. family member of an owner residing in the strata lot in the strata corporation;
 - d. partner to a registered owner provided that the partner and the registered owner are cohabiting in a relationship tantamount to marriage whether of the same sex or not.

31) Quorum for annual or special general meeting:

- 1) A quorum for an annual or special general meeting is eligible voters holding 1/3 of the strata Corporation's votes, present in person or by proxy.

32) Eligible Voters & Strata Arrears:

- 1) If the Strata Corporation is entitled to register a lien against a strata lot under section 116 (1 of the Act, then the vote for the strata lot shall not be exercised at any annual or special general meeting, except on matters requiring a unanimous vote.

33) Eligible Voters & Quorum:

- 1) If a vote for a strata lot may not be exercised pursuant to bylaw 31. 1) then that strata lot's vote must not be considered for the purposes of determining a quorum in accordance with section 48 or for the purposes of sections 43(1), 46(2) and 51(3) of the Act.

34) Unapproved expenditures:

- 1) If a proposed expenditure has not been put forward for approval in the budget or at an annual or special general meeting, the strata corporation may only make the expenditure in accordance with this bylaw.
- 2) Subject to subsection 98(3) of the Act, the expenditure may be made out of the operation fund if the expenditure, together with all other unapproved expenditures, whether of the same type or not, that were made under this subsection in the same fiscal year, is less than \$5000.00.

35) Interest Bylaw:

- 1) For purposes of this bylaw, section 1 of the Standard Bylaws as amended from time to time shall be deemed to be the schedule for the payment of strata fees.
- 2) The Strata Corporation may charge an owner, who is late paying his or her strata fees, interest commencing on the day after the strata fees were due until the date of partial or full payment at the rate of 10% per annum, simple interest, calculated annually, not in advance or such other maximum amount of interest provided for in the Regulations to the Act, as amended from time to time.
- 3) The interest payable on a late payment of strata fees is not a fine and shall form part of the strata fees for the purposes of section 116 of the Act.

36) Insurance & Other Perils:

- 1) The Strata Corporation shall obtain an independent appraisal of the property from a qualified appraiser every two to four years for the purposes of determining full replacement value pursuant to section 149(4)(a) of the Act.

- 2) For purposes of section 149(4)(b) of the Act, the Strata Corporation shall obtain adequate insurance on an annual basis to cover other perils, including:
 - (a) earthquake insurance; and
 - (b) Directors and Officers Liability Insurance for a minimum amount of \$2,000,000.00 or such lesser amount as may be available.
- 3) Subject to the regulations and this bylaw, the payment of an insurance deductible in respect of a claim on the Strata Corporation's insurance is a common expense to be contributed to by means of strata fees calculated in accordance with section 99(2) or 100(1) of the Act.
- 4) Despite any other section of the Act or the regulations, Strata Corporation approval is not required for a special levy or for an expenditure from the contingency reserve fund to cover an insurance deductible required to be paid by the Strata Corporation to repair or replace damaged property, unless the Strata Corporation has decided not to repair or replace under section 159 of the Act.
- 5) An Owner, tenant, occupant or visitor must not:
 - (a) do anything that will increase the risk of fire or the rate of insurance on the buildings or any part thereof; and
 - (b) cause damage, other than reasonable wear and tear to the common property, common assets or those parts of a strata lot which the Strata Corporation must repair and maintain under these bylaws or insure under section 149 of the Act.
- 6) An owner shall reimburse the Strata Corporation maintenance, repair or replacement costs plus any losses or damages to an owner's strata lot, the common property, the limited common property or the contents of same, if:
 - (a) that owner is responsible for the loss or damage; or
 - (b) the loss or damage arises out of or is caused by or results from an act, omission, negligence or carelessness of:
 - i) the owner, or;
 - ii) any member of the owner's family, or;
 - iii) the owner's pet(s), or;
 - iv) the owner's guests, employees, contractors, agents, tenants, volunteers, or their pets

but only to the extent that such expense is not met by the proceeds received from any applicable insurance policy, excluding the insurance deductible which is the responsibility of the owner.
- 7) For greater certainty, an owner is responsible even if that owner is not negligent and such responsibility shall be construed as a strict liability standard for purposes of payment of the insurance deductible pursuant to section 158(2) of the Act.
- 8) Without restricting the generality of the foregoing, an owner is responsible for:
 - (a) any water escape damage from that owner's strata lot or any other type of damage caused by or arising out of the operation of any appliance, equipment or fixture located in the owner's strata lot including, but not limited to the following:
 - i) dishwasher;
 - ii) refrigerator with ice/water dispensing capabilities;
 - iii) garburator;
 - iv) hot water tank;
 - v) washing machine;
 - vi) toilet, sink, bathtub and/or shower;
 - vii) air conditioner;
 - viii) fish tank;
 - ix) fireplace;
 - x) plumbing pipes, fixtures and hoses located wholly within the strata lot and accessible to the owner; or
 - xi) any other similar type of appliance, equipment or fixture.
 - (b) any damage arising out of any alteration or addition to the strata lot, the limited common property or the common property installed by that owner or a prior owner of that strata lot, and
 - (c) any damage to property that an owner is required to repair or maintain.
- 9) An owner shall indemnify and save harmless the Strata Corporation from any cost or expense for repair, maintenance or replacement to the strata lot, common property or limited common property, including legal costs as between a solicitor and his own client, but only to the extent

that such expense or cost is not reimbursed from the proceeds received by operation of any insurance policy. In such circumstances, any insurance deductible paid or payable shall be considered an expense not covered by the proceeds received by the Strata Corporation as insurance coverage and for purposes of this bylaw will be charged to the owner.

- 10) For purposes of this bylaw, the lesser of the amount of the damages or the insurance deductible plus any uninsured repair costs and related legal costs shall be charged to the owner and shall become due and payable as part of that owner's monthly assessment on the first of the month following the date on which the expense was incurred.
- 11) An owner should obtain and maintain an Homeowner Package insurance policy to cover:
 - (a) the losses described in section 161 of the Act;
 - (b) the deductible portion of the insurance claim against the Strata Corporation's insurance policy if that owner is responsible for the loss or damage that gave rise to the claim;
 - (c) any alteration; and, any betterments or changes to the buildings or fixtures built by the developer.

37) Authority Small Claims Court Action

- 1) A special resolution of the unit owners to bring a suit against an owner or other person to collect money owing to the strata corporation under the small Claims Act, including money owing as a fine, is not required pursuant to this bylaw.
- 2) The Strata Council is hereby authorized in its sole discretion to authorize legal proceedings in small claims court to collect money owing without the requirement for a further vote or approval of the unit owners at a general meeting.

38) Procedure

- 1) An owner who wishes to lease or rent his strata lot shall:
 - a. prior to renting to a prospective tenant, comply with section 146 of the Act by:
 - i) giving the prospective tenant the current bylaws and rules;
 - ii) signing a Notice of Tenant's Responsibilities (Form K); and
 - iii) provide the strata corporation with the signed Form K within 2 weeks of renting the strata lot.

PROHIBITIONS

Use of the Strata Lots & Common Areas

39) Use of Strata Lot as a Single Family Dwelling

- 1) A Strata Lot shall be used exclusively as a private dwelling home for not more than one family, which may include a live-in housekeeper or nurse.

40) Restriction on Commercial Use

- 1) No Strata Lot shall be used for commercial or professional purposes or as a home based business as defined by the applicable municipal bylaws without prior written consent of the strata council.

41) Prohibitions on Use of Strata Lot and Limited Common Property

- 1) A unit owner, tenant, occupant or visitor, as the case may be, shall not:
 - a. use or permit the strata lot to be used for any purpose other than as a single family dwelling;
 - b. allow the strata lot to become unsanitary;
 - c. permit the strata lot to be occupied as a permanent place of residence at any one point in time by more than:

- i) four (4) persons in a two (2) bedroom unit without the prior written consent of the strata council. For purposes of this bylaw, "person" shall be defined to include adults and minors;
 - ii) six (6) persons in a three (3) bedroom unit without the prior written consent of the strata council. For purposes of this bylaw, "person" shall be defined to include adults and minors.
- 2) store any combustible, inflammable or other offensive material on the strata lot, except for a reasonable supply of fuel customarily used for outdoor barbecues.

42) Prohibitions on the Use of Common Property

- 1) A unit owner, tenant, occupant or visitor shall not:
 - a. obstruct or use the sidewalks and passages for any purpose other than ingress or egress to and from the strata lots;
 - b. park a golf cart, shopping cart, bicycle or any other similar type of cart or vehicle, on the common property, parking areas and walkways without the prior written permission of the strata council;
 - c. do or permit anything to be done that may cause damage to plants, flowers, lawns or other landscaped common areas and for greater certainty, shall not place chairs, tables or other objects on the common property so as to damage them, prevent growth, or interfere with the cutting of lawns or the maintenance of the grounds generally;
 - d. create an obstruction, restriction or hindrance to the sidewalks, entrances, exits, or other parts of the common property or to persons lawfully using the same;
 - e. leave or permit to be left on the common property any bicycles, tricycles, children's toys or play-things, or any other items likely to cause an obstruction, restriction or hindrance to other owners, their visitors, licensees, invitees or workmen;
 - f. store or pile dust, rubbish, garbage, boxes, packing cases or the like on any part of the common property;
 - g. perform any automobile repairs or repairs to other mechanical equipment on the common property;
 - h. cause a nuisance or annoyance to the occupants of any of the strata lots as a result of starting or running a noisy engine that creates excessive noise or other device between the hours of 10:00 p.m. and 7:00 a.m.

43) General Prohibitions

- 1) A unit owner, tenant, occupant or visitor shall not:
 - a. hang, or permit to be hung, any laundry or washing or other similar articles on the common property or in or about his or her strata lot in any manner which would permit the same to be visible from the outside of the strata lot;
 - b. install awnings or shades over or around the windows or balconies without the prior written consent of the strata council;
 - c. place or install an awning, air conditioning unit, television cable, radio or television antenna on the exterior of the building, or on the limited common property without the prior written approval of the strata council;
 - d. erect or permit to be erected or to remain, any signs, fences (except patio fences), billboards, placards, advertising or any other fixture or fitting of any kind whatsoever external to any part of a strata lot or of the common property. The exceptions are temporary notice to let or sell the strata lot or election signs. With the approval of the Strata Corporation an owner or tenant may be permitted to display a personal name plate;
 - e. throw, pile or store rubbish, garbage, boxes, packing cases, or the like on the strata lot, or common property;
 - f. use plumbing, electrical and other utility equipment for any purpose other than the purpose for which they were constructed or installed;
 - g. permit anything to be done on the premises which will in any way increase the risk of fire or the rate of fire insurance premium on the building or on the property therein or they will be in breach of any law, order or regulation;
 - h. alter any landscaping on common property.

44) Member Obligations

- 1)** A unit owner, tenant, occupant or their visitors shall:
 - a. at all times keep all common areas in a neat, tidy and clean condition comparable to the standard of a high quality residential development;
 - b. immediately upon discovery report to the strata council or a person designated by it, any accident or injury to, or failure of the water pipes, toilet, drains or fixtures, electrical wires or other fixtures located on common property or in a strata lot.

FINES

45) Complaint, Right to Answer and Notice of Decision (section 135 of the Act)

- 1) The strata council must not impose a fine for a contravention of a bylaw or rule unless Strata Corporation has received a complaint about the contravention and given the owner or tenant the particulars of the complaint, in writing, and a reasonable opportunity to answer the complaint, including a hearing if requested by the owner or tenant.
- 2) If the person is a tenant, the strata corporation must give notice of the complaint to the person's landlord and to the owner.
- 3) The strata corporation must promptly give notice in writing of a decision to the tenant or owner.
- 4) Once the requirements referred to in this section have been complied with, the strata council may impose a fine for a continuing contravention of that bylaw or rule without further compliance with this section.

46) Fines for other Infractions

- 1) Subject to compliance with section 44, the strata council, in addition to any other rights or remedies that might have available in law, may levy a fine for each bylaw contravention as set out in the following infraction schedule (the "Infraction Schedule"), which provides for each strata corporation bylaw:
 - a. the amount of the fine;
 - b. the applicable bylaw;
 - c. the nature of the bylaw;
 - d. whether the Gradiated Fine Schedule applies;
 - e. whether the fine frequency is every 7 days for a continuing violation; or
 - f. whether the fine frequency is every 30 days for a continuing violation.
- 2) If the fine amount applicable to a particular bylaw contravention is greater than \$25.00 for the 1st violation, then in the event of a continuing contravention, the 2nd fine shall be \$25.00 greater than the 1st fine and so on until the maximum fine amount of \$200.00 is reached.
- 3) If a bylaw is not listed in the Infraction Schedule provided for in paragraph 41.3(e), then the strata council may in its sole and absolute discretion fine an owner or a tenant a maximum of \$50.00 (up to 200.00) for each contravention of a bylaw, and, \$10.00 (up to 25.00) for each contravention of a rule.

47) Continuing Contravention

- 1) If an activity or lack of activity that constitutes a contravention of a bylaw or rule continues, without interruption, for longer than 7 days, a fine may be imposed every 7 days or as set out in the Infraction Schedule.
- 2) The strata corporation shall levy fines for bylaw contraventions as set out in the Infraction Schedule.

GARBAGE

48) Garbage Removal

- 1) An owner, tenant or occupant shall:
 - a. remove all household refuse from his or her lot to an area designated by the strata council for weekly collection;
 - b. properly wrap all garbage in plastic garbage bags and place it in containers located in a designated area for garbage disposal;
 - c. only place household waste in the garbage bin, NO large furnishings or fixtures;
 - d. all cardboard to be flattened; and
 - e. use the local recycling facilities.

Dumping fee will be levied if contravened.

PARKING & MOTOR VEHICLES

49) Parking Prohibitions

- 1) An owner, tenant, occupant and their visitors shall not park the following on the common property or the limited common property:
 - a. an uninsured, unlicensed or unserviceable motor vehicle, including cars, trucks, trailers, boats and motorcycles, without the prior written approval of the strata council, which said approval may be granted subject to conditions;
 - b. a motor home, recreational vehicle or a similar type of vehicle without the prior approval of the strata corporation, which said approval may be granted subject to conditions;
 - c. any boat or trailer unless a suitable location is first provided by the owner and approved in writing by the Strata Council, which said approval may be granted subject to conditions.

This Bylaw shall not affect or prohibit parking for the specific purpose of doing construction or maintenance work for the benefit and improvement of the Strata Corporation's lands or commercial business on the strata lots or the common property.

50) Parking Restrictions

- 1) An owner, tenant, occupant and their visitors shall not:
 - a. park in fire lanes;
 - b. park on the common property or the limited common property in a manner which may compromise the safety or security of the residents of the complex;
 - c. exceed the speed limit of 10 kilometers per hour on the common property;
 - d. park a motor vehicle which is leaking oil on the common property or in a designated parking space until such time as the vehicle has been repaired.

51) Towing rights

- 1) The strata council shall provide written notice of any violation of this bylaw to the owner or tenant and if the infraction is not corrected within twenty four (24) hours from the date of delivery of such notice, the strata council, in addition to any other rights which it may have, shall have the right to tow any vehicle which violates this bylaw.
- 2) Written notice of a further contravention of this bylaw is not required prior to towing in the event of a second or subsequent infraction of this bylaw.
- 3) The owner or tenant who caused or permitted the infraction of these bylaws shall indemnify the strata corporation and save it harmless from and against all costs incurred by the strata corporation, including towing costs, legal costs, as between a solicitor and his own client, and any other reasonable costs.

SEVERABILITY

The provisions hereof shall be deemed independent and severable and the invalidity in whole or in part of any bylaw does not affect the validity of the remaining bylaws, which shall continue in full force and effect as if such invalid portion had never been included herein.

Aldergrove Place VIS 3451					
Proposed Strata Fees 2018/2019					
S/L	unit	Unit Entitlement	Operating	Contingency	New Strata Fee
1	1	84	186.65	32.87	219.51
2	2	85	188.87	33.26	222.13
3	3	85	188.87	33.26	222.13
4	4	85	188.87	33.26	222.13
5	5	85	188.87	33.26	222.13
6	6	85	188.87	33.26	222.13
7	7	85	188.87	33.26	222.13
8	8	84	186.65	32.87	219.51
9	9	130	288.86	50.87	339.72
10	10	84	186.65	32.87	219.51
11	11	86	191.09	33.65	224.74
12	12	84	186.65	32.87	219.51
13	14	86	191.09	33.65	224.74
14	15	86	191.09	33.65	224.74
15	16	84	186.65	32.87	219.51
16	17	130	288.86	50.87	339.72
17	18	84	186.65	32.87	219.51
18	19	85	188.87	33.26	222.13
19	20	85	188.87	33.26	222.13
20	21	85	188.87	33.26	222.13
21	22	85	188.87	33.26	222.13
22	23	85	188.87	33.26	222.13
23	24	85	188.87	33.26	222.13
24	25	84	186.65	32.87	219.51
			-	-	-
			-	-	-
			-	-	-
			-	-	-
Monthly		2126	4,723.92	831.88	5,555.80
Annual			56,687.06	9,982.50	66,669.56

Aldergrove Place VIS 3451
Proposed Contingency Fund Budget 2018/2019

Balance September 30, 2018	\$55,197.24
Interest earned	250.00
Contribution 2018-2019	9,982.50
Projected Balance September 30, 2019	<u>\$ 65,429.74</u>

Aldergrove Place VIS 3451					
Proposed Strata Fees 2018/2019					
S/L	unit	Unit Entitlement	Operating	Contingency	New Strata Fee
1	1	84	186.65	32.87	219.51
2	2	85	188.87	33.26	222.13
3	3	85	188.87	33.26	222.13
4	4	85	188.87	33.26	222.13
5	5	85	188.87	33.26	222.13
6	6	85	188.87	33.26	222.13
7	7	85	188.87	33.26	222.13
8	8	84	186.65	32.87	219.51
9	9	130	288.86	50.87	339.72
10	10	84	186.65	32.87	219.51
11	11	86	191.09	33.65	224.74
12	12	84	186.65	32.87	219.51
13	14	86	191.09	33.65	224.74
14	15	86	191.09	33.65	224.74
15	16	84	186.65	32.87	219.51
16	17	130	288.86	50.87	339.72
17	18	84	186.65	32.87	219.51
18	19	85	188.87	33.26	222.13
19	20	85	188.87	33.26	222.13
20	21	85	188.87	33.26	222.13
21	22	85	188.87	33.26	222.13
22	23	85	188.87	33.26	222.13
23	24	85	188.87	33.26	222.13
24	25	84	186.65	32.87	219.51
			-	-	-
			-	-	-
			-	-	-
			-	-	-
Monthly		2126	4,723.92	831.88	5,555.80
Annual			56,687.06	9,982.50	66,669.56

DEPRECIATION REPORT – ALDERGROVE PLACE



REPORT PREPARED FOR:

Strata Corporation VIS3451
1720 13th Street,
Courtenay, BC
V9N 6C1

PREPARED BY:

Wm. S. Jackson & Associates Ltd.
917A Fitzgerald Avenue,
Courtenay, BC V9N 2R6

EFFECTIVE DATE OF REPORT:

March 20, 2017

FILE #V16009



JACKSON & ASSOCIATES

REAL ESTATE APPRAISERS & CONSULTANTS

June 16, 2017

File #V16009

Aldergrove Place (Strata Corporation VIS3451)
1720 13th Street,
Courtenay, BC V9N 6C1

c/o Realty Executives North Island
407 5th Street,
Courtenay, BC V9N 1J7

Dear Sirs and Mesdames:

**Re: Depreciation Report
Aldergrove Place VIS3451
1720 13th Street, Courtenay, BC**

Pursuant to your request for a Depreciation Report of the within described condominium project, Wm. S. Jackson & Associates Ltd. has prepared and submits to you this report.

The Depreciation Report describes the reserve fund concepts and major reserve fund items. It provides current and future replacement reserve estimates and recommends reserve fund actions. The Depreciation Report is a complex document and should be reviewed in detail and within the context of this report.

Based on our investigation and analysis, to be *'fully funded'* VIS3451 would need to have \$214,224.00 currently in the contingency reserve fund and would need to be contributing \$30,560.00 per year to the reserve fund.

"Full funding" describes the objective to have reserves on hand equivalent to the value of the deterioration of each reserve component. The objective is to have the ongoing asset deterioration offset by the proportional accumulation of cash. In essence, full funding allows all anticipated expenditures both within the 30-year planning period and beyond to be fully met from the reserve fund.

As of October 1, 2016, VIS3451 had a balance of \$45,441.00 in the reserve fund and the 2016 contribution level has been budgeted at \$8,250.00.

As per the requirements of the Strata Property Act Regulations, three funding models for the Reserve Fund have been developed and are included herein. There are numerous funding models and variations of models which can be developed for a strata development. Within this report, we have identified the three models which in our opinion provide the greatest level of insight and information for Strata VIS3451 with respect to the options available.

917A Fitzgerald Ave. Courtenay, BC V9N 2R6

(250) 338-7323 fax (250) 338-8779 www.comoxvalleyappraisers.com

VALUE IS MORE THAN A NUMBER

Model #1 is a 'status quo' model wherein reserve fund contributions are held at the current contribution level of \$8,250.00 per year and are adjusted at the estimated inflation rate of 2.5% per year over the 30-year study period. This level of contribution is insufficient to meet funding requirements for repairs and replacement of common components and results in the requirement for special assessments totaling \$480,000.00 over the 30-year period.

Model #2 is a 'full funding model', which recommends that a special assessment of \$166,983.00 be made in year two to bring the reserve fund up to the required balance. This is followed by an increase in the yearly contributions from \$8,250.00 per year to \$30,560.00 per year. This funding model allows all of the anticipated expenditures for the common components to be funded through the reserve fund and eliminates the requirements for special assessments. This model represents a fully funded strata contingency reserve fund with full funding achieved in year 1.

Model #3 is an 'adequate funding model'. In this model, it is recommended that unit owners reserve contributions be increased from the current level of \$8,250.00 in 2016-2017 by 10% per year in Years 1 to 5, then by 7.55% per year in Years 6 to 10; 5% per year in Years 11 to 20 and 2.5% per year thereafter.

In this model, the reserve fund maintains a positive closing balance throughout the 30-year term with only one special assessment required in Year 15 at \$85,000.00.

This model does not reflect a 'fully funded' reserve fund, however maintains a positive closing balance in the reserve fund at the conclusion of each year.

Wm. S. Jackson & Associates Ltd. would be pleased to provide you with complete review and updating services for the depreciation fund of the corporation, as required in the future.

We appreciate the opportunity to perform this Depreciation Report for you. If you have any questions, please do not hesitate to contact the undersigned.

Respectfully submitted,
Wm. S. Jackson & Associates Ltd.



Dan Wilson, B.Comm., RI, AACI (Fellow), CRP

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All rights reserved. No part of this report shall be reproduced or used in any form by any means, graphic, electronic or mechanical, including photocopying, recording, typing or information storage and retrieval, without the written permission of the author.

Notwithstanding the foregoing, the applicant herein has permission to reproduce the report in whole or in part for the legitimate purposes of providing information to the board of directors, unit owners and others, who have an interest in the project.

Specifically, the applicant has permission to provide insurance appraisal and reserve fund study information in disclosure documents, such as a *Form B*.

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EXECUTIVE SUMMARY

This executive summary has been prepared as a quick reference of pertinent facts and estimates of this Reserve Fund Study, and it is provided as convenience only. Readers are advised to refer to the full text of this Reserve Fund Study for detailed information.

- i) Client/
Intended User: Board of Directors, Strata Corporation VIS3451
c/o 1720 13th Street,
Courtenay, BC

- ii) Dates: Date of Inspection: March 20, 2017
Effective Date of Reserve Fund Estimates: March 20, 2017
Date of Report: June 16, 2017

- iii) Property VIS3451
Aldergrove Place
1720 13th Street, Courtenay, BC

- iv) Depreciation Report Items
 - Structural and Architectural Components
8 Reserve Components
 - Mechanical and Electrical Components
2 Reserve Components
 - Site Improvements
3 Reserve Components
 - Reserve Fund Consultants
1 Reserve Component

 - Inflation Factor 2.5%
 - Interest Rate 1.5%

- v) Significant Reserve Fund Estimates

Current Replacement Costs	\$636,200
Future Replacement Costs	\$1,287,969
Current Reserve Fund Requirements	\$214,224
Future Reserve Fund Accumulation	\$305,956
Future Reserve Fund Requirements	\$982,013
Annual Reserve Fund Contributions	\$30,560

Summary of Funding Models:

- Model I 'Status Quo'
 - Funding Remains at \$8,250.00 per year adjusted by 2.5% per annum for inflation.
 - Three special assessments required totaling \$480,000.00

- Model II 'Full Funding' in Year 1
 - Special assessment of \$166,983.00 in Year 1;
 - Contributions Increased to \$30,560.00 per year

- Model III 'Adequate Funding'
 - Increase annual contributions by:
 - 10% per year in Years 1 to 5,
 - 7.5% per year in Years 6 to 10;
 - 5% per year in Years 11 to 20,
 - 2.5% per year thereafter

 - One special assessment required totaling \$85,000.00.

CASH FLOW TABLE – EXISTING ‘STATUS QUO’ MODEL

Wm. S. Jackson & Associates Ltd. has prepared the following Cash Flow Table, which based on Funding Model #1, which highlights the minimum annual funding requirements to meet estimated Reserve Fund expenditures over the 30-year term of the study.

As can be seen, at current funding levels, several special assessments (highlighted) will be required to maintain a positive balance in the reserve fund and meet all expected expenditures.

Cash Flow Table		Complex:	Aldergrove Place			Date:	Mar-17		
		Model:	Status Quo Model (Model 1)			# Units:	24		
Cash Flow Projection	30 yrs		Existing Unit Owner contributions maintained at current levels throughout the 30 years.						
Interest Rate	1.50%		adjusted for inflation. Special assessments as required.						
Inflation Rate	2.50%								
Year	Opening Balance	Annual Contribution	Special Assessment	Estimated Inflation Adjusted Expenditures	Estimated Interest Earned 1.50%	Increase in Annual Contributions	Closing Balance	Annual Contribution Per Unit (average)*	Monthly Contribution Per Unit (average)*
2017	45,441	8,250		3,150	682	n/a	51,223	344	28.65
2018	51,223	8,456		10,250	768	2.50%	50,197	352	29.36
2019	50,197	8,668		31,519	753	2.50%	28,099	361	30.10
2020	28,099	8,884		8,507	421	2.50%	28,898	370	30.85
2021	28,898	9,106		-	433	2.50%	38,438	379	31.62
2022	38,438	9,334		31,679	577	2.50%	16,669	389	32.41
2023	16,669	9,567		9,451	250	2.50%	17,036	399	33.22
2024	17,036	9,807		-	256	2.50%	27,098	409	34.05
2025	27,098	10,052		-	406	2.50%	37,556	419	34.90
2026	37,556	10,303		3,934	563	2.50%	44,489	429	35.77
2027	44,489	10,561		35,842	667	2.50%	19,875	440	36.67
2028	19,875	10,825		-	298	2.50%	30,998	451	37.59
2029	30,998	11,095		4,236	465	2.50%	38,322	462	38.53
2030	38,322	11,373		-	575	2.50%	50,270	474	39.49
2031	50,270	11,657		-	754	2.50%	62,681	486	40.48
2032	62,681	11,948	175,000	239,187	940	2.50%	11,383	498	41.49
2033	11,383	12,247		7,423	171	2.50%	16,377	510	42.52
2034	16,377	12,553		-	246	2.50%	29,176	523	43.59
2035	29,176	12,867		8,812	438	2.50%	33,669	536	44.68
2036	33,669	13,189		-	505	2.50%	47,363	550	45.79
2037	47,363	13,519		34,411	710	2.50%	27,181	563	46.94
2038	27,181	13,857		5,291	408	2.50%	36,155	577	48.11
2039	36,155	14,203		-	542	2.50%	50,900	592	49.32
2040	50,900	14,558	115,000	138,169	763	2.50%	43,052	607	50.55
2041	43,052	14,922		5,697	646	2.50%	52,923	622	51.81
2042	52,923	15,295		46,349	794	2.50%	22,663	637	53.11
2043	22,663	15,677		9,501	340	2.50%	29,180	653	54.44
2044	29,180	16,069		25,614	438	2.50%	20,073	670	55.80
2045	20,073	16,471		-	301	2.50%	36,845	686	57.19
2046	36,845	16,883		-	553	2.50%	54,280	703	58.62
2047	54,280	17,305	190,000	242,584	814	2.50%	19,816	721	60.09
Total Contributions		379,502							
Total Special Assessments Required:			480,000						
* Average Contribution per annum and per month is based on the total annual contribution divided by the number of units. The actual contribution per unit will depend on the unit entitlement of the unit.									

RECOMMENDATIONS

Due to its past performance, the reserve fund for VIS3451 requires an increase in funding in order to meet expenditure requirements anticipated in the short to midterm.

Wm. S. Jackson & Associates Ltd. recommendations, set out below and detailed in this report, will assist the corporation to achieve and maintain an adequate reserve fund. In our opinion, the current reserve fund balance, recommended annual contributions and earned investment income will adequately fund immediate and future depreciation fund expenditures.

- 1. The corporation should prepare and implement a long-term reserve fund strategy as detailed herein.**
- 2. Major repairs and replacements should be recorded in, and funded from, a reserve fund account.**
- 3. The reserve fund contributions of \$8,250.00 per annum in 2016-2017 should be increased to cover the anticipated expenses of the strata in the coming years.**

Three models are provided herein which provide alternatives to the funding requirements of the Strata.

- 4. The reserve fund should be maximally invested in a mixture of financial instruments including guaranteed securities, yielding at least 1.5% per annum.**
- 5. The corporation should make such expenditures, as necessary to maintain the property in optimum condition.**
- 6. The depreciation report should be reviewed by the corporation every year to ensure that the underlying assumptions are still valid and that the estimates remain current.**
- 7. The corporation should update the Depreciation Report every three (3) years.**

CERTIFICATION

Re: 1720 13th Street, Courtenay, BC

I hereby certify to the best of my knowledge and belief that:

1. The statement of facts contained within this report are true and correct;
2. The reported analyses, opinions and conclusions are limited only by the reported assumptions and limiting conditions, and are our personal, impartial, and unbiased professional analyses, opinions and conclusions;
3. I have no present or prospective interest in the property that is the subject of this report or its management, and no personal interest with respect to the parties involved;
4. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment;
5. My engagement in and compensation for this assignment were not contingent upon developing or reporting predetermined results, or a conclusion favouring the client;
6. I have the knowledge and experience to complete a Depreciation Report, as stipulated in Regulation 43-2000 under the Strata Property Act, 2009, competently;
7. No one provided significant professional assistance to the person signing this report;
8. As of the date of this report the undersigned is a member in good standing of the Appraisal Institute of Canada and the Real Estate Institute of Canada;
9. As of the date of this report the undersigned has fulfilled the requirements of The Appraisal Institute of Canada Mandatory Recertification Program for designated members.
10. The Depreciation Report was prepared in conformity with the Canadian Uniform Standards of the Appraisal Institute of Canada; the Depreciation Report Standards, published by the Real Estate Institute of Canada; and complies with the Strata Property Act, 2009, and Regulation 43-2000.
11. We hereby certify that we are prescribed persons empowered to conduct reserve fund studies, as stipulated in Regulation 43-2000 under the Strata Property Act;
12. The undersigned personally inspected the subject property on March 20, 2017.



Dan Wilson, AACI, CRP.
Wm. S. Jackson & Associates Ltd.

June 16, 2017

LIMITING CONDITIONS

The legal and survey descriptions of the property as stated herein are those which are recorded by the Registrar of the requisite Land Titles Office and are assumed to be correct as are strata financials, AGM and meeting minutes, and budgets.

All buildings and improvements are deemed to have been constructed and finished in accordance with available plans and specifications, unless otherwise noted.

Sketches, drawings, diagrams, photographs, if any, presented in this report are included for the sole purpose of illustration. No legal survey, soil tests, engineering investigations, detailed quantity survey compilations, nor exhaustive physical examinations have been made. Accordingly, no responsibility is assumed concerning these matters or other technical and engineering techniques, which would be required to discover any inherent or hidden condition of the property.

The building components were assessed visually. No intrusive or destructive testing, specialized imaging, or aerial inspections of elevated areas has been undertaken. The consultants accept no liability for conditions not visible at the time of the building and site review. If further investigation of specific building components is required by the client, the services of an expert specializing in the particular building system/component is recommended.

In order to arrive at supportable replacement cost estimates, it was found necessary to utilize both documented and other cost data. A concerted effort has been put forth to verify the accuracy of the information contained herein. Accordingly, the information is believed to be reliable and correct, and it has been gathered to standard professional procedures, but no guarantee as to the accuracy of the data is implied.

The distribution of cost and other estimates in this report apply only under the program of utilization as identified in this report. The estimates herein must not be used in conjunction with any other appraisal or depreciation report and may be invalid if so used.

The intent of the cost estimates contained herein is to generate a realistic planning guideline, and it is likely that actual costs will vary from this number based on several factors. These include the supply/demand of contractors at the time replacements occur as well as the potential for changes in construction methods and materials over time.

The consultant is not qualified to design specific repair, replacement or maintenance plans. Recommendations regarding repairs, replacements and maintenance are general in nature and are intended to provide guidance and for long range planning only. In all cases of major repairs or replacements, qualified design professionals should be retained to provide a specific design. In all cases, the maintenance directions provided by the manufacturer or installer of any specific component should be followed.

The estimates herein must not be extracted or used in conjunction with any other depreciation report/ reserve fund study and may be invalid if so used. Additionally, the Strata Property Amendment Act of British Columbia requires a Form B Information Certificate to include a copy of the depreciation report, where applicable. The user is cautioned to request this directly from the author, in order to ensure that the depreciation report is complete, current and authentic. No responsibility is accepted where a claim arises from a copy of this report which has been either distributed by a 3rd party, or is not originally or digitally signed.

The client to whom this report is addressed may use it in deliberations affecting the subject property only, and in so doing, the report must not be abstracted; it must be used in its entirety. Possession of this report or any copy thereof does not carry with it the right of publication nor may it be used for any purpose by anyone but the applicant without the written consent of the author, and in any event, only with the proper qualifications.

The consultants are not liable for the failure of any sale to close as a result of information contained within this report. The consultants have no authority to compel any action on the part of the Strata Corporation and can accept no liability or responsibility for the corporations actions or failures to act.

All personal information supplied for the purposes of preparation of this report will remain within our organization and will not be shared with any external entity unless prior permission is given. Your personal information will not be sold, distributed or published in any manner whatsoever.

Wm. S. Jackson & Associates Ltd. takes privacy very seriously. We collect personal information to better serve our customers, for security reasons and to provide customers and potential customers with information about our services. We would like to have a lifelong relationship of good service with our customers, and for that reason we may retain personal information provided for as long as necessary to provide our services and respect our obligation to governmental agencies and third parties. The information will remain confidential to Wm. S. Jackson & Associates Ltd., to businesses working for us, and to any organization that acquires part or all of our business, provided that they agree to comply with our privacy policy. By accepting our report, you are agreeing to maintain the confidentiality and privacy of any personal information contained herein and to comply in all material respects with the contents of our privacy policy.

The Personal Information Protection Act (PIPA) of British Columbia sets out requirements for how organizations may collect, use, disclose and secure personal information. The preparation of each report and/or retention of records is subject to the requirements of PIPA. Written authorization in advance must be requested to reproduce or use the report in any form by any means, graphic, electronic or mechanical, including photocopying, recording, typing or information storage and retrieval, which must be done in conformity with PIPA and the Privacy Policy. For further information on the Act, contact the office of the Information & Privacy Commissioner for British Columbia, or access through the website: <http://www.oipc.bc.ca/>

The consultants maintain a reasonable level of insurance relative to industry standards to cover errors and omissions with per-claim and per-year limits. The consultant's liability related to this report is limited to the maximum per claim value available at the time a potential claim is made.

The agreed compensation for services rendered in preparing this report does not include fees for consultations and/or arbitrations, if any. Should personal appearances be required in connection with this report, additional fees will have to be negotiated. Unless otherwise noted, all estimates are expressed in Canadian currency.

DEPRECIATION REPORT

1.0 Purpose of the Depreciation Report

This Depreciation Report is a financial document. The purpose of a Depreciation Report is to provide cost estimates for various reserve components that are subject to major repairs and/or replacement over the lifetime of the property, and to estimate the funding required for such major repairs and replacement in accordance with the provisions of Sections 93, 94 and 95 of the Strata Property Act Amendment, 2009 and Regulation 43/2000.

The property which is the subject of this report was inspected by the author on March 20, 2017. This depreciation report applies as of, or has an effective date of:

March 20, 2017

The report was completed during the period of March 20, 2017 and June 16, 2017 with the date of this report being June 16, 2017.

The intended use of this report is to assist the Strata Council and management in the annual management of the reserve fund of the property. The intended users of this report are the strata council and management.

This report is not a guide to maintaining the property. Component costs and remaining lifespans can vary widely and can be affected by latent issues that are impossible to discern during a visual inspection. An in-depth study of each component is beyond the scope of this report. The amounts detailed herein are our opinion of the likely costs and lifespans based on the balance of probabilities. Our opinions are based on many factors including a visual inspection, replacement history, and the clients short term intention to repair or replace failing components.

1.1 British Columbia Strata Property Amendment Act, 2009

This Depreciation Report complies with the Depreciation Report provisions of Section 94 of the Strata Property Amendment Act, 2009, and Regulation 43/2000, to wit.

Guidelines for depreciation report

- 6.2** (1) For the purposes of section 94 of the Act, a depreciation report must include all of the following:
- (a) a physical component inventory and evaluation that complies with subsection (2);
 - (b) a summary of repairs and maintenance work for common expenses respecting the items listed in subsection (2)(b) that usually occur less often than once a year or that do not usually occur;
 - (c) a financial forecasting section that complies with subsection (3);
 - (d) the name of the person from whom the depreciation report was obtained and a description of:
 - (i) that persons qualifications,
 - (ii) the errors and omissions insurance, if any, carried by that person, and
 - (iii) the relationship between that person and the strata corporation.
 - (e) the date of the report;

- (f) any other information or analysis that the strata corporation or the person providing the depreciation report considers appropriate.
- (2) For the purpose of subsection (1)(a) and (b) of this section, the physical component inventory and evaluation must:
- (a) be based on an on site visual inspection of the site and, where practicable, of the items listed in paragraph (b) conducted by the person preparing the depreciation report,
 - (b) include a description and estimated service life over 30 years of those items that comprise the common property, the common assets and those parts of a strata lot or limited common property, or both, that the strata corporation is responsible to maintain or repair under the Act, the strata corporation's bylaws or an agreement with an owner, including, but not limited to, the following items:
 - (i) the buildings structure;
 - (ii) the building's exterior, including roofs, roof decks, doors, windows and skylights;
 - (iii) the building's systems, including the electrical, heating, plumbing, fire protection and security systems;
 - (iv) common amenities and facilities;
 - (v) parking facilities and roadways;
 - (vi) utilities, including water and sewage;
 - (vii) landscaping, including paths, sidewalks, fencing and irrigation;
 - (v) interior finishes, including floor covering and furnishings;
 - (ix) green building components;
 - (x) balconies and patios, and
 - (c) identify common property and limited common property that the strata lot owner, and not the strata corporation, is responsible to maintain and repair.
- (3) For the purposes of subsection (1)(c), the financial forecasting section must include:
- (a) the anticipated maintenance, repair and replacement costs for common expenses that usually occur less often than once a year or that do not usually occur, projected over 30 years, beginning with the current or previous fiscal year of the strata corporation, of the items listed in subsection (2)(b),
 - (b) a description of the factors and assumptions, including interest rates and rates of inflation, used to calculate the costs referred to in paragraph (a),
 - (c) a description of how the contingency reserve fund is currently being funded,
 - (d) the current balance of the contingency reserve fund minus any expenditures that have been approved but not yet taken from the fund, and
 - (e) at least 3 cash-flow funding models for the contingency reserve fund relating to the maintenance, repair and replacement over 30 years, beginning with the current or previous fiscal year of the strata corporation, of the items listed in subsection (2)(b).

- (4) For the purposes of subsection (3)(e), the cash flow funding models may include any one or more of the following:
 - (a) balances of, contributions to and withdrawals from the contingency reserve fund;
 - (b) special levies;
 - (c) borrowings.
- (5) If a strata corporation contributes to the contingency reserve fund based on a depreciation report, the contributions in respect of an item become part of the contingency reserve fund and may be spent for any purpose permitted under section 96 of the Act.
- (6) For the purposes of section 94 (1) of the Act, “qualified person” means any person who has the knowledge and expertise to understand the individual components, scope and complexity of the strata corporation’s common property, common assets and those parts of a strata lot or limited common property, or both, that the strata corporation is responsible to maintain or repair under the Act, the strata corporation’s bylaws or an agreement with an owner and to prepare a depreciation report that complies with sections (1) to (4).
- (7) The following periods are prescribed
 - (a) for the purposes of section 94(2)(b) of the Act, 3 years;
 - (b) for the purposes of section 94(2)(c) of the Act, 18 months;
 - (c) for the purposes of section 94(3)(a) of the Act, the one year period immediately preceding the date on or before the depreciation report is required to be obtained.
- (8) A strata corporation is prescribed for the purposes of section 94(3)(b) of the Act if and for so long as there are fewer than 5 strata lots in the strata plan.

2.0 Methodology

2.1 Depreciation Report

A Depreciation Report is a financial document, which provides the basis for funding major repairs and replacement of the common elements and assets of the corporation.

This Depreciation Report comprises the following elements:

- (1) It identifies the reserve components and assesses their quality, normal life span, and present condition;
- (2) It estimates the remaining serviceable years for each of the reserve components and proposes a time schedule for repairs and/or replacement;
- (3) It provides current replacement cost estimates including the cost of removing worn-out items and special safety provisions;
- (4) It projects the future value of current replacement costs at an appropriate and compounded inflation rate;
- (5) It projects the future value of current reserve funds compounded at a long-term interest rate;
- (6) It calculates current reserve fund contributions required and to be invested in interest bearing securities in order to fund future reserve fund expenditures.

The Depreciation Report is a practical guide to assist the Strata Council to plan budgets and maintenance programs.

It is noted, a Depreciation Report is not a structural analysis or technical audit. It provides financial information, estimates and projections for funding the major repairs and replacement of common components and assets of the strata corporation.

2.2 Certified Reserve Fund Planning Standards

Section 94 of the Strata Property Act Amendment, 2009, and Regulation 43/2000 requires that a reserve fund consist of a physical analysis and a financial analysis.

The Real Estate Institute of Canada has established Reserve Fund Planning Standards that exceed the regulatory requirements and are now recognized and emulated across Canada. These standards, presented throughout this Report, consist of investigations, analyses and calculations that provide realistic and supportable reserve fund estimates.

2.3 General Conditions and Assumptions

Reserve fund estimates are subjective, and they are based on an understanding of the life cycle of building components and our experience gained from observing buildings over a 30-year period. It must be appreciated that reserve fund budgeting and projections are not exact sciences. They are, at best, prudent provisions for all possible contingencies, if, as and when they arise. Reserve fund requirements are subject to change and must be reviewed and modified over time, not less than every three years.

2.3.1 Scope of Work

This report has been prepared in accordance with our understanding of the Canadian Standards of Professional Appraisal Practice (the Standards) as provided by the Appraisal Institute of Canada. In particular, Section 12 of the standards documents deals with Reserve Fund Planning.

Inspection

We inspected the property on March 20, 2017. The inspection included a visual on-site inspection of the reserve components, where practical, but not an exhaustive inspection of all areas of each component, as per the requirements of the Act. Our identification of the property also involved a review of mapping prepared by the City of Courtenay and the strata plans as obtained from the BC Land Titles System and available building plans as noted herein. The photographs appended were taken on March 20, 2017.

Type of Analysis

The report conforms to the requirements of the Canadian Standards of Professional Appraisal Practice Section 12 Reserve Fund Planning Rules.

Data Research

We received our instructions from our client, who provided information on the property along with copies of the minutes and financial statements, strata bylaws and rules and available building and site plans. Further information was also obtained verbally from representatives of the strata council. Copies of the strata plans were obtained through online sources. Publications produced by the City of Courtenay provided information on applicable land use controls. Sources of cost information comprised published sources (Marshall Valuation Service and RS Means) along with interviews with local service providers and trades people and our in-house data base of known costs on completed projects and developments.

Audits and Technical Investigations

It is noted, a Depreciation Report is not a structural analysis or technical audit. The scope of the inspection is visual in nature. No destructive testing has been completed nor has detailed investigations been made. The report provides financial information, estimates and projections for funding the major repairs and replacement of common components and assets of the strata corporation. Copies of detailed building envelope studies were not provided.

Verification of Third Party Information

The analysis set out in this report relied on written and verbal information obtained from a variety of sources we considered reliable. Unless otherwise stated herein, we did not verify client-supplied information, which we believed to be correct.

Competency Provision

We are competent in this type of assignment and have completed this type of assignment and reporting previously.

Statement of Insurance

Errors and Omissions Insurance is maintained through the Appraisal Institute of Canada's mandatory insurance program for designated members. Additional coverage is also maintained through the Real Estate Institute of Canada's insurance program.

Declaration of No Conflict of Interest

Neither Wm. S. Jackson & Associates Ltd. nor Dan Wilson have a relationship with, or a vested interest in the subject property beyond the fee for service to prepare this report.

2.4 Reserve Fund Projection Factors

Section 94 of the Strata Property Act Amendment, 2009, and Regulation 43/2000, requires that the financial analysis include the following:

- (a) the anticipated maintenance, repair and replacement costs for common expenses that usually occur less often than once a year or that do not usually occur, projected over 30 years, beginning with the current or previous fiscal year of the strata corporation, of the items listed in subsection (2)(b),
- (b) a description of the factors and assumptions, including interest rates and rates of inflation, used to calculate the costs referred to in paragraph (a),

Wm. S. Jackson & Associates Ltd. provides an objective basis for any estimates of inflation factors and interest rates. Inflation factors and interest rates must be derived from an economic analysis of the marketplace.

The estimated inflation factor and the selected interest rate are powerful factors in projecting reserve fund contributions and requirements. They can vary dramatically over time and must be periodically reviewed to ensure their relevance and accuracy.

Although the Regulations require a reserve fund plan to be projected over a period of at least 30 consecutive years, a long-term horizon in every respect, reserve fund projection factors can only be based on short-term economic conditions because of their volatility over time.

The depreciation report projection factors must be periodically reviewed and adjusted in accordance with changing economic conditions as part of the reserve fund updating process, as mandated by the Regulations.

Inflation Factors

Inflation measurement in contingency reserve fund projections must be based on construction indices rather than the widely-quoted Consumer Price Index (CPI), which measures the cost of a basket of consumer goods, not construction costs.

The most widely recognized construction cost services providing periodic cost indices are R.S. Means, Statistics Canada and Marshall & Swift / Boeckh.

Means Historical Cost Index

The Means Historical Index, used to calculate annual inflation rates, is based on the computed value as of January 2016 (January 2017 has not yet been released), for an average North American construction rate of inflation. The following are selected rates over various time periods:

Term	Time Period	Indicated Yearly Inflation Rate
30 Years	1986 to 2016	4.94%
20 Years	1996 to 2016	4.51%
15 Years	2001 to 2016	4.52%
10 Years	2006 to 2016	2.93%
5 Years	2011 to 2016	1.85%

These numbers indicate that the trend of construction inflation rates over the past 30 years has been fluid. While useful as an overall indication of the construction inflation trend in North America, these rates are too broadly based, and as such, they do not accurately reflect the inflationary impact on local construction costs. The yearly rate is also the average rate over the time period (total change between 1985 and 2016 divided by 30 years) and are not the compounded changes.

Statistics Canada

The Non-Residential Building Construction Price Index (NRBCPI) is a quarterly series measuring changes in contractors selling prices of non-residential building construction (i.e. commercial, industrial and institutional). The indexes relate to both general and trade contractors work and exclude the cost of land, land assembly, design, and development and real estate fees.

The following chart reflects the recorded changes to the NRBCPI for the Vancouver area between 1990 and 1993 for three different property types – Office buildings; warehouses and apartment buildings.

Vancouver	1990	2000	2005	2010	2015	2016 (Q3)
Office Bldg.	85.5	97.0	111.9	128.7	147.1	155.6
Warehouse	86.8	96.6	116.3	124.1	144.7	154.2
Apartment	83.6	95.9	114.2	131.9	151.8	154.5

As can be seen, average costs rose between 17.8% and 19.6% (average 18.1%) between 1990 and 2002 (average 1.51% per year). From 2002 to 2007 there was a dramatic increase in construction costs. This increase continued into 2008 and was then followed by a reduction in to the end of 2012 and a continued increase of 7.29% to 12.31% from 2012 to 3rd quarter 2016.

In the apartment sector alone, the total change in construction costs over the 22-year (1990-2012) period is approximately 63.6% or 2.89% per year with a further 7.29% increase from 2012 through 2016 (1.94%/year).

Marshall & Swift / Boeckh (MSB) Annual Cost Changes

Marshall & Swift / Boeckh Annual Cost Changes for wood frame and concrete buildings located in Western Canada are summarized as follows:

January 2016 1 year	January 2015 2 years	January 2014 3 years	January 2012 5 years	January 2007 10 years	January 1997 20 years	January 1987 30 years
Wood Frame Building						
0.5%	0.8%	3.5%	11.8%	21.3%	80.8%	129.4%
Concrete Building						
0.8%	1.5%	3.7%	9.3%	21.4%	82.9%	129.8%

The average percentage change from January 2012 to 2017 was approximately 11.8% or 2.36% per year for wood frame structures and 9.3% or 1.86% per year for concrete structures. The 10-year average rate is slightly lower for wood frame structures and higher for concrete structures at 2.1% and 2.1% per year respectively. Again, as with the RS Means, these are average rates (total change over time period divided by number of years) and are not the year over year compounded changes.

Inflation Factor Summary and Conclusions

The significant cost increases over the past five years are primarily due to large increases in commodities such as steel, oil and concrete prices and higher wage costs.

Judging by the overall construction cost trends, one may conclude that the longer-term rate of inflation in construction will continue to increase over the foreseeable (short-term) future.

We have adopted a rate of **2.5%** (compounded) for annual inflation in calculating the future replacement costs hereinafter.

Interest Rates

Investment income can be a significant and increasing source of revenue for contingency reserve funds, and therefore, it is imperative that contingency reserve funds are continuously and prudently invested.

Contingency Reserve Fund investments must be directly or indirectly guaranteed by governments. Bank deposits and various investment instruments are insured by the Canada Deposit Insurance Corporation up to a maximum of \$100,000, covering principal and interest.

The ability of strata corporations to earn the highest rate of interest available in the market place, given the restricted conditions of investments, depends on the expertise of financial management and the amount of available funds for investment.

Therefore, the depreciation report planner must consider management policies, the historical investment performance and the size of the contingency reserve fund available for investment. In selecting an appropriate interest rate for contingency reserve fund investments for a particular strata corporation, the balance of the contingency reserve fund is the most critical consideration as it dictates investment options and their corresponding interest rates.

Investment opportunities are widely advertised, ranging from bank deposits, term deposits and guaranteed investment certificates (GICs) to money market instruments and government bonds. The following are investment returns achievable for corporations, given various reserve fund balances:

Reserve Fund Balances	Interest Rates 1 year term	3-year term	5-year term	7-year term	10-year term
Up to \$100,000	0.525%	0.725%	1.075%	1.325%	1.625%
\$100,000 - \$250,000	0.525%	0.725%	1.075%	1.325%	1.625%
\$250,000 - \$500,000	0.525%	0.725%	1.075%	1.325%	1.625%
\$500,000 and over	0.525%	0.725%	1.075%	1.325%	1.625%

*Source: RBC Redeemable GIC Rates January 27, 2017
(Interest paid monthly)*

Prudent contingency reserve fund investment requires that investments are reasonably matched with anticipated contingency reserve fund expenditures, ensuring contingency reserve fund liquidity. Therefore, funds should be invested in a laddered portfolio, which ensures that contingency reserve funds are available when needed.

Some management firms use their “purchasing power” by directing business to a particular financial institution to negotiate favorable interest rates for all their clients. This approach may benefit the smaller corporations and is an important consideration when selecting an appropriate interest rate.

The benchmark calculations and the reserve fund projections are based on the assumption that reserve fund contributions are constantly and continuously invested.

Currently Strata VIS3451 maintains its contingency fund account within a savings account. Based on a review of the financial statements, the interest earned on the account over the past few years has varied, however has typically been less than 2% per annum.

Considering the information available regarding the historical performance of the Corporation we outlined in the reserve fund operation, we have selected a conservative **1.5%** interest rate in calculating the future investment performance of the Corporation’s reserve fund.

3.0 Property Information

3.1 Property Description

VIS3451
Aldergrove Place
1720 13th Street,
Courtenay, BC

Aldergrove Place is a twenty-four-unit townhouse type development which was constructed in 1981. The complex comprises three wood frame buildings each containing eight units on two floors. All units have separate entries at the front and a rear glass patio door to either a concrete patio or wood deck.

The buildings are of wood frame construction on concrete footings and slab floor. Each unit provides two to three bedrooms and one bathroom accommodation with slight variations in overall unit size. Sizes range from 904 to 1,399 square feet.

The typical unit has two bedrooms, living room, dining area off the kitchen, spare bedroom, master bedroom with a single four-piece bathroom off a common hallway. Strata Lots 9 and 16 have three bedrooms.

Access to the development is off of 13th Street with paved on-site parking areas arranged to the front of the buildings.

Quality of construction and finishing is commensurate with the era of construction.

The building complex is currently managed by Realty Executives North Island.

3.2 Building Plans

The following plans were examined in the performance of the reserve fund study:

Project Name	Aldergrove Place (VIS3451)
Architectural Plans	n/a
Civil Servicing Plans	n/a
Strata Plans	Colin A. Burrige, B.C.L.S.

The above plans were used for quantifying building components and other improvements. Some quantities were estimated or measured on-site and are considered estimates. The buildings and site improvements were inspected on March 20, 2017. Various construction details, facilities, equipment installations and improvements have been noted for consideration in the cost estimates herein.

3.3 Property Data, Site Plan and Basic Construction

Project Data

The following data and information have been compiled from the available plans, and the inspection of the buildings and improvements. The data has been calculated using dimensions taken from the plans.

Property Statistics

Site Survey	
Site Area:	± 51,836 square feet
Building Coverage:	± 11,098 square feet (21%)
Paved Areas:	± 13,000 square feet of pavement
Landscaped Area:	± 27,738 square feet of landscaped and grassed areas.
Building Height:	2 Storey
Building Gross Floor Area:	± 22,884 square feet
Occupancy:	Twenty-four-unit townhouse style complex
Date of Construction:	1981

Strata Lot Boundaries

Part 5, Division 1 Section 68 of the *Strata Property Act* states:

Strata lot boundaries

68 (1) Unless otherwise shown on the strata plan, if a strata lot is separated from another strata lot, the common property or another parcel of land by a wall, floor or ceiling, the boundary of the strata lot is midway between the surface of the structural portion of the wall, floor or ceiling that faces the strata lot and the surface of the structural portion of the wall, floor or ceiling that faces the other strata lot, the common property or the other parcel of land.

(2) If a strata lot is not separated from another strata lot, the common property or another parcel of land by a wall, floor or ceiling, the boundary of the strata lot is as shown on the strata plan.

(3) A boundary shown on the strata plan must be shown in a manner approved by the registrar.

(4) Despite subsections (1) to (3), but subject to the regulations, in the case of a bare land strata plan, the boundaries must be shown on the strata plan

(a) by reference to survey markers, and

(b) in compliance with rules, if any, made under section 75 of the *Land Surveyors Act* for the purposes of this section.

With respect to Common Property and Limited Common Property, the British Columbia *Strata Property Act* further defines Common Property and Limited Common Property as follows:

"common property" means

(a) that part of the land and buildings shown on a strata plan that is not part of a strata lot, and

(b) pipes, wires, cables, chutes, ducts and other facilities for the passage or provision of water, sewage, drainage, gas, oil, electricity, telephone, radio, television, garbage, heating and cooling systems, or other similar services, if they are located

(i) within a floor, wall or ceiling that forms a boundary

(A) between a strata lot and another strata lot,

(B) between a strata lot and the common property, or

(C) between a strata lot or common property and another parcel of land, or

(ii) wholly or partially within a strata lot, if they are capable of being and intended to be used in connection with the enjoyment of another strata lot or the common property;

"limited common property" means common property designated for the exclusive use of the owners of one or more strata lots;

Strata Property Act 'Standard Bylaws':

Guidance with respect to repairs and maintenance are provided by The Aldergrove Place Bylaws (Sections 2 and 8) which are summarized as follows:

2) Repair and maintenance of property by owner.

- 1) An owner must repair and maintain the owner's strata lot, except for repair and maintenance that is the responsibility of the strata corporation under these bylaws. (See section 8 and 40-43 of these bylaws)
- 2) An owner, tenant, occupant or visitor is responsible to repair and maintain all window and patio window coverings in a timely manner.
- 3) An owner, tenant, occupant or visitor must replace window coverings with white or neutral colour if replacement is required.

8) Repair and maintenance of property by Strata Corporation

- 1) The Strata Corporation must repair and maintain all of the following except where Indemnity Agreements are in place:
 - 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 repair and maintenance that in the ordinary course of events occurs less often than once a year and the following, no matter how often the repair or maintenance ordinarily occurs:
 - 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 and skylights on the exterior of a building or that front on to the common property;
 - v) fences, railings and similar structures that enclose patios, balconies and yards;
 - vi) playground equipment.

Basic Construction Components



Aldergrove Place was constructed in 1981 in accordance with applicable building codes, fire codes, city by-laws, and construction practices in existence at that time. The complex comprises three detached buildings containing eight units over two floors. All of the units offer either two or three bedrooms, one bath accommodation with a similar layout and slightly variation in unit sizes.

Each unit has a concrete patio entryway and a concrete patio to the rear of the building.

The buildings are of conventional wood frame construction on concrete foundations and footings with a slab on grade foundation.

The quality of construction, materials and workmanship are commensurate with the era of construction.

Excavation and Foundations

This development includes excavation and concrete foundations and footings; insulation and drainage system installations; crushed stone and gravel fill; with each building having a slab on grade foundation.

Exterior Walls and Structure

The buildings are of conventional 2" x 4" wood frame construction. The exterior walls are clad with wood Ranchwall upper exterior siding and stucco clad main floor.

Windows are of mixed sizes. All are insulated vinyl frame units with exterior doors comprising solid core metal doors. Balcony doors are insulated sliding units.

Roof and Drainage Construction

The roof systems at Aldergrove Place comprise metal clad pitched surfaces on sheathing and engineered trusses. The roof pitch is approximately 4:16 throughout most of the surfaces. Over the entryways there is a 4' wide overhang. This area has torch-on roof membrane.

Gutters comprise aluminum systems along the perimeter of the upper floor of the buildings with downspouts connected to the perimeter drainage system.

Mechanical

Each unit has a four-piece washroom facility and in-suite laundry hook-ups. Water service and waste lines into the units are included within the report however plumbing fixtures within the units are excluded from the report.

Heating is provided by electric baseboard units which are excluded from this analysis.

Domestic hot water is provided by individual electric hot water tanks contained within the units. Hot water tanks are excluded from this analysis.

Electrical

Each unit is individually metered with a 100-ampere electrical service. There is a 100-amp service and individual metre for the strata common areas (street lighting). Each building has a 400-amp main breaker.

Patios/Balconies

Each unit has either a concrete patio (6' x 8') or wood decking (15.5' x 11').

Amenities

Common amenities include the laundry room, landscaped areas and irrigation system, paved parking areas, signage and the electrical/mechanical and storage rooms and site perimeter fencing.

4.0 Reserve Component Analysis and Estimated Costs

4.1 Property Inspection

The property was inspected for the purposes of preparing this report on March 20, 2017, by Dan Wilson, AACI, CRP.

4.2 Depreciation Reports

We are unaware of any prior depreciation reports/ reserve fund studies completed on the complex.

4.3 Component Classification

Depreciation Report Components are conveniently classified in terms of building groups, common element facilities and site improvements. The component inventory consists of the reserve components, described and analyzed hereinafter, and shown in Schedules "A", "B" and "C".

There are 14 reserve components, comprising 8 structural and architectural components, 2 mechanical and electrical components, 3 site improvement components, and 1 reserve consultant component.

Note: The depreciation report is recommended by legislation to be updated every 3 years and has been budgeted within the analysis on this basis.

4.4 Life Span Analysis

Each reserve component has been analyzed in terms of life cycle condition and expected remaining useful life. The life span analysis considers the following factors:

- Type of Component;
- Utilization;
- Material;
- Workmanship;
- Quality;
- Exposure to Weather conditions;
- Functional obsolescence;
- Environmental Factors;
- Regular Maintenance;
- Preventative Maintenance;
- Observed condition

The critical aspect in a Life Span Analysis is the observed condition of each reserve component, which is based on:

- Actual age of the component;
- Maintenance of the component;
- Observed deficiencies of the component;
- Repair and replacement experience;
- Probability of hidden concerns

The Life Span Analysis culminates in component life span estimates, as follows:

1. Normal Life Span

Each reserve component is analyzed in terms of component type, quality of construction, statistical records and normal life experience.

2. Observed Condition Analysis

This is the critical analysis of a reserve component and consists of determining the effective age of the reserve component within its normal life cycle based on the observed condition of the reserve component. The validity of this analysis depends on the experience of the depreciation reports analyst, as this is a subjective estimate rather than an objective assessment.

3. Remaining Life Span

Given a normal life span estimate and a sound estimate of the effective age, the remaining life span of a reserve component is determined by subtracting the observed condition estimate from the normal life span estimate. This does not mean that reserve expenditures should only be made at the end of the remaining life. Reserve expenditures should and must be made during the remaining life span to maintain building components and facilities in good condition.

A life span analysis is a subjective, or empirical, assessment of the life cycle status of a reserve component, and as such, it is only as good as the considered opinion of the Depreciation Report's Analyst. Furthermore, the life span of a reserve component is subject to change due to numerous factors.

4.5 Current Cost Estimates

Component assessments and current cost estimates of the Depreciation Report are based on our investigation, observation, analyses and our extensive experience in performing contingency reserve fund studies.

Cost data has been calculated using construction cost services, including Marshall & Swift/Boeckh Commercial Building Valuation System, the Means Repair & Remodelling Cost Data, and the Hanscomb's Yardstick for Costing, modified as to time, location and quality of construction. We also verified some estimates by seeking quotations from contractors, fabricators and suppliers. Moreover, we have used our own computer programs and extensive cost compilations and databases.

All costs are strictly estimates and are subject to confirmation at the time competitive bids are obtained from contractors specializing in the repair or replacement work required.

The following factors have been considered in calculating the Repair and Replacement Costs Estimates:

Quality of construction

Replacement cost estimates are based on the assumption of using quality materials, as specified or built, or in the case of older developments, as required under current building code regulations, at contractors' prices, using union labour and current construction techniques, and including contractors' overhead and profit.

The costs of repairs and/or replacements of many reserve components are invariably higher than original building costs when contractors have considerable latitude in planning their work and can utilize economies of scale to keep costs within construction budgets. In contrast, repair work must frequently be performed in an expedient manner with proper safety precautions and within certain constraints.

Cost estimates take into account such additional costs as special construction, safety installations, limited access, noise abatements, and the convenience of the occupants.

Demolition and Disposal Costs

The estimates herein include provisions for demolition and disposal costs including dumping fees. These costs have been rising in recent years. Particularly, dumping of certain materials has become problematic and very costly. It appears that certain codes and environmental regulations will become more stringent in future years, all of which will further increase disposal costs.

Goods and Services Sales Tax / Provincial Sales Tax

The Goods and Services Sales Tax ("GST") applies to all repairs and replacements including disposal costs. Therefore, these costs are included in the contingency reserve fund estimates hereinafter.

The Provincial Sales Tax (PST) is a retail sales tax that applies when a taxable good or service is acquired for personal or business use, unless a specific exemption applies. Where applicable, these costs are included in the contingency reserve fund estimates.

Contingency Reserves

It is frequently impossible to forecast the incidence of repairs or replacements of various reserve components, particularly, major components, such as road pavement, sewer and water systems. Therefore, reserve estimates are of a contingency nature, and as such, they are subject to changing conditions and repair experience over time.

4.6 Reserve Component Descriptions and Analysis

The following lists each contingency reserve fund component and provides the following information:

- Description
- Contingency Reserve fund expenditure history
- Potential deterioration
- Life span analysis
- Current repair or replacement costs
- Deficiency analysis

Reserve Component: (1) Exterior Siding and Trim													
Physical Description:	This component is the stucco clad siding on the main floor and the Ranchwall vertical wood siding on the second floor.												
Financial Analysis	There are no expenditures on record. The stucco cladding appears to be original however the wood siding is reported to date to approximately 2005.												
Potential Deterioration	<p>Stucco- cracks, bulging, and stucco falling off due to settling of building. Surface erosion due to moisture. A Stucco clad structure, that does not have benefit of a 'rain-screen' system, has a higher-level risk of water penetration associated with it. This is especially true when the stucco has been painted. There is a higher likelihood that water can be trapped behind this cladding and cause decay to the wall structure.</p> <p>Ranchwall- moisture induced wood rot, water penetration.</p>												
Condition Analysis	<p>The siding was observed to be in average condition overall. The lower level stucco siding had some missing portions and was in need of repair (see pictures below). The upper floor siding was in average condition overall, with the exception of the south west elevations. These areas were warped in places and had some fungus (mushrooms) growing from the siding (see photos).</p> <p>We are advised that thermo graphic and/or moisture testing or core sampling has not been undertaken. Given the era of construction and the style of construction we would advise the strata to undertake such testing on a periodic basis. A qualified Building Envelope Specialist should be retained. We retain the right (for a fee) to revise the estimates contained herein should evidence be produced that there is deterioration to the underlying structure as a result of the stucco application and water penetration.</p> <p>It is recommended that investigations into these potential moisture issues be carried out within the first year. For budgeting purposes, an allowance of \$5,000.00 has been made in the first year to investigate these issues. A further allowance of \$5,000.00 has been made for miscellaneous trim, facia and siding repairs.</p> <p>In the second year, an allowance of \$20,000 allowance has been made to repair/replace that section of the siding if need be. The remainder of the siding is allocated to be replaced in year 15.</p>												
Life Cycle Analysis	<table border="0"> <tr> <td>Date of Acquisition:</td> <td>±2005</td> </tr> <tr> <td>Normal Life Span:</td> <td>30 years</td> </tr> <tr> <td>Effective Age:</td> <td>15 years</td> </tr> <tr> <td>Remaining Life Span:</td> <td>15 years</td> </tr> </table>	Date of Acquisition:	±2005	Normal Life Span:	30 years	Effective Age:	15 years	Remaining Life Span:	15 years				
Date of Acquisition:	±2005												
Normal Life Span:	30 years												
Effective Age:	15 years												
Remaining Life Span:	15 years												
Unit Quantity And Cost Estimates	<table border="0"> <tr> <td>Unit Quantity:</td> <td>±6,500 sq. ft. of stucco</td> </tr> <tr> <td>Unit Cost Estimate:</td> <td>±7,780 sq. ft. of ranchwall siding</td> </tr> <tr> <td></td> <td>1 allowance</td> </tr> <tr> <td>Current Repair or Replacement Cost Estimate:</td> <td>\$120,000.00</td> </tr> <tr> <td>Estimated Year of Major Repair or Replacement:</td> <td>2032</td> </tr> <tr> <td></td> <td>Investigation and repairs in Years 1 and 2</td> </tr> </table>	Unit Quantity:	±6,500 sq. ft. of stucco	Unit Cost Estimate:	±7,780 sq. ft. of ranchwall siding		1 allowance	Current Repair or Replacement Cost Estimate:	\$120,000.00	Estimated Year of Major Repair or Replacement:	2032		Investigation and repairs in Years 1 and 2
Unit Quantity:	±6,500 sq. ft. of stucco												
Unit Cost Estimate:	±7,780 sq. ft. of ranchwall siding												
	1 allowance												
Current Repair or Replacement Cost Estimate:	\$120,000.00												
Estimated Year of Major Repair or Replacement:	2032												
	Investigation and repairs in Years 1 and 2												
Deficiency Analysis	<p>The lower level stucco siding had some missing portions and was in need of repair (see pictures below). The upper floor siding was in average condition overall, with the exception of the south west elevations. These areas were warped, likely due to moisture, and in some areas had mushrooms growing from the siding.</p> <p>It is recommended that investigations into these potential moisture issues be carried out within the first year.</p>												



Reserve Component: (2) Window Assemblies		
Physical Description:	<p>The window assemblies in the condominium complex consist of vinyl frame sliding units.</p> <p>The windows were observed to be in average condition.</p>	
Financial Analysis	<p>This is a long-term replacement reserve.</p> <p>There are no expenditures on record, however, this component appears to have been installed in 2005.</p>	
Potential Deterioration	<p>Potential deterioration issues include the following:</p> <ul style="list-style-type: none"> - Damage of vinyl due to impact - Discolouration of vinyl frame over time - Seal of double-pane windows 	
Condition Analysis	<p>The condition of the windows is commensurate with their age.</p>	
Life Cycle Analysis	<p>Date of Acquisition:</p> <p>Normal Life Span:</p> <p>Effective Age:</p> <p>Remaining Life Span:</p>	<p>±2005</p> <p>35</p> <p>12 years</p> <p>23 years</p>
Unit Quantity And Cost Estimates	<p>Unit Quantity:</p> <p>Unit Cost Estimate:</p> <p>Current Repair or Replacement Estimate:</p> <p>Estimated Year of Major Repair or Replacement:</p>	<p>Varying sizes ± 1,050 sq. ft. total</p> <p>1 allowance \$35,000.00.</p> <p>\$35,000.00 total</p> <p>2040</p>
Deficiency Analysis	<p>None noted.</p> <p>Most window designs incorporate a drainage track at the bottom of the window to collect any condensation that runs off the glazing. These tracks have weep holes to the outside for drainage and should be kept clear.</p> <p>Aluminum and vinyl windows are manufactured with mitre joints that must be inspected regularly. Particularly, the mitre joints may fail and require the application of a small joint sealer.</p>	
<div style="display: flex; justify-content: space-around;">   </div>		

Reserve Component: (3) Soffits		
Physical Description:	This component includes all of the vinyl soffits surrounding the exterior of the buildings below the roof overhangs.	
Financial Analysis	This is a reserve for replacement of the soffits. Typically, soffits are replaced at the time of replacement or major repair of the exterior siding. Although no expenditures for this component were noted in the minutes, they were likely replaced at the time of the siding repair in about 2005.	
Potential Deterioration	Deterioration over time as the soffits become brittle due to age. Wear and tear is not an issue due to the nature of the component. Animal/bird penetration can occur with loose panels or incorrect fitting panels.	
Condition Analysis	The soffits were observed to be in average condition relative to the age of the component. Typically, this component is replaced at the time of the exterior siding upgrades, and has been scheduled in Year 15 along with the siding.	
Life Cycle Analysis	Date of Acquisition: Normal Life Span: Effective Age: Remaining Life Span:	±2005 30 years 15 years 15 years
Unit Quantity And Cost Estimates	Unit Quantity: Unit Cost Estimate: Current Repair or Replacement Estimate: Estimated Year of Major Repair or Replacement:	1 allowance \$32,000.00 \$32,000.00 2032
Deficiency Analysis	None noted.	
		

Reserve Component: (4) Patio Doors		
Physical Description:	The patio doors consist of vinyl frame sliding doors to the rear of each unit. The sliding doors are 7' in width. In total, there are 24 patio doors in the complex.	
Financial Analysis	There are no expenditures on record, however, this component appears to have been installed in 2005. Individual repairs and replacement of damaged units could likely be funded through the general operating fund. An allowance for full replacement has been made in year 23 in conjunction with the window replacement.	
Potential Deterioration	Potential deterioration issues include the following: - Damage of framing due to impact - Brittleness of framing over time - Discolouration of frame over time - Seal of double-pane glazing	
Condition Analysis	The condition of the patio doors is commensurate with their age.	
Life Cycle Analysis	Date of Acquisition: Normal Life Span: Effective Age: Remaining Life Span:	±2005 35 12 years 23 years
Unit Quantity And Cost Estimates	Unit Quantity: Unit Cost Estimate: Current Repair or Replacement Estimate: Estimated Year of Major Repair or Replacement:	24 doors \$1,200.00/door \$28,800.00 2040
Deficiency Analysis	None noted. As with windows, sliding doors typically have a drainage track that should be kept clear.	



Reserve Component: (5) Suite and Service Doors		
Physical Description:	Suite doors consist of solid core metal doors with hardware and weather stripping. Each unit has a front entry door. There are three service doors to the electrical rooms. These doors are wood. The suite doors appear to have been replaced during the 2005 exterior renovations. Service doors appear original to the 1981 date of construction.	
Financial Analysis	This reserve is for the replacement of individual suite doors. Locksets and hinges can be repaired on a case by case basis, using funds from the operating budget.	
Potential Deterioration	Impact damage and vandalism are primary causes of deterioration along with general wear and tear of the doors, hinges, locksets and any closing mechanisms. The doors are all exterior and while typically covered, are subject to some weather.	
Condition Analysis	All doors viewed appeared to be in average to good condition relative to the physical age. The service doors are wood and starting to show some damage and possible rot. It is recommended that these doors are replaced in the short term with solid core metal doors.	
Life Cycle Analysis	Date of Acquisition: Normal Life Span: Effective Age: Remaining Life Span:	Mixed 35 years 15 years 20 years
Unit Quantity And Cost Estimates	Unit Quantity: Unit Cost Estimate: Current Repair or Replacement Estimate: Estimated Year of Major Repair or Replacement:	27 doors \$750.00 per door \$20,250.00 2020 (replacement of service doors) 2037 (replacement of suite doors)
Deficiency Analysis	The service doors are wood and starting to show some damage and possible rot. It is recommended that these doors are replaced in the short term with solid core metal doors.	
		

Reserve Component: (6) Exterior Painting, Sealant and Caulking

Physical Description:	This component is reflective of the periodic re-sealing/caulking of joints and the repainting of any and all wood and stucco surfaces on the buildings along with the door frames, service doors, other miscellaneous components.	
Financial Analysis	This is a short-term repair reserve. Painting has a life span of approximately 15 years.	
Potential Deterioration	<p>Potential deterioration of the caulking/weatherproofing is hardening, cracking, shrinking of caulking and loss of flexibility of weather stripping.</p> <p>Potential deterioration of the painted surfaces includes vandalism; fading; weathering; mildew and moss; impact damage repair.</p>	
Condition Analysis	Good condition overall.	
Life Cycle Analysis	Date of Acquisition: Normal Life Span: Effective Age: Remaining Life Span:	Mixed 15 years 10 years 5 years
Unit Quantity And Cost Estimates	Unit Quantity: Unit Cost Estimate: Current Repair or Replacement Estimate: Estimated Year of Major Repair or Replacement:	1 - allowance \$28,000.00 \$28,000.00 2022 / 2047
Deficiency Analysis	<p>Sealant, waterproofing and periodic repainting are regular maintenance items.</p> <p>Note: The exterior siding has a remaining economic lifespan estimated at 15 years. As such, for planning purposes an allowance for repainting has been made in year 5 and year 30 with the assumption that the siding would be replaced at year 15.</p>	

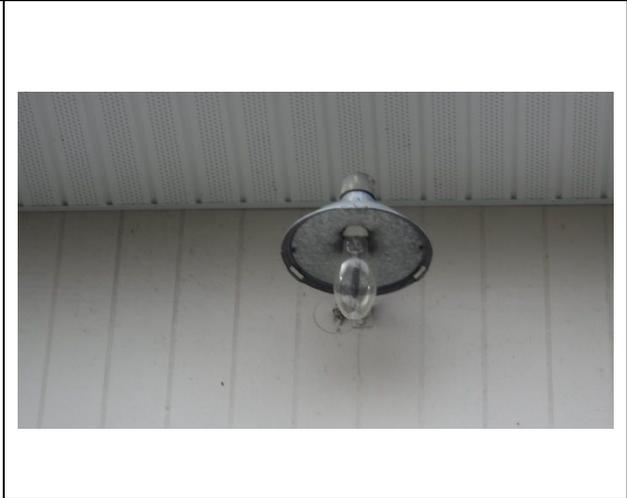


Reserve Component: (7) Roof Surfaces											
Physical Description:	The roofs are finished with metal sheet cladding with torch-on membrane cladding over the entryways. The metal sheets are nailed over roofing paper, on a wood deck, supported by wood trusses. The roof replacement cost estimate covers the total roofing surface, excluding eavestroughs and downspouts.										
Financial Analysis	The metal roof surfaces were replaced in 2015 at a cost of \$146,538.00. There have been discussions on replacing the torch-on membrane. Before the repairs, there were significant moisture problems and flooding issues from leaks in roof surfaces. Some of the rafters were rotten, and mold was present in the attics.										
Potential Deterioration	<p>Issues with metal roofs:</p> <ul style="list-style-type: none"> - Failure of screw gaskets leading to leakage; - Loss of paint can lead to exposed metal and Oxidation <p>Issues with torch-on membranes:</p> <ul style="list-style-type: none"> -Poor seams -Water pooling -Punctures -Shrinkage -Blistering 										
Condition Analysis	Metal roof surfaces were in observed to be in good condition on the date of our site visit. Torch-on membrane roof surfaces were in average condition.										
Life Cycle Analysis	<table border="0"> <tr> <td>Date of Acquisition:</td> <td>2015</td> </tr> <tr> <td>Normal Life Span:</td> <td>Metal - 45 years / torch-on 25 years</td> </tr> <tr> <td>Effective Age:</td> <td>2 years</td> </tr> <tr> <td>Remaining Life Span:</td> <td>Metal - 43 years / torch-on 2 years</td> </tr> </table>	Date of Acquisition:	2015	Normal Life Span:	Metal - 45 years / torch-on 25 years	Effective Age:	2 years	Remaining Life Span:	Metal - 43 years / torch-on 2 years		
Date of Acquisition:	2015										
Normal Life Span:	Metal - 45 years / torch-on 25 years										
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Remaining Life Span:	Metal - 43 years / torch-on 2 years										
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Unit Quantity:	1 allowance approximately ±13,400 ft ²										
Unit Cost Estimate:	\$130,000.00										
Current Repair or Replacement Estimate:	2019- Torch-on Roof										
Estimated Year of Major Repair or Replacement:	2060- Metal Roof										
	Allowance of \$10,000.00 for new screws/gaskets in Years 15 and 30										
Deficiency Analysis	<p>On conventional metal roof surfaces such as the subject, screw gaskets need to be periodically tightened to prevent leakage. On standing seam type roofs however, the screws are hidden and typically the only visible fasteners are at the valley's and eaves. Manufacturers indicate that any visible screw fasteners and rubber washers need to be replaced with slightly larger sizes at about year 15 to 20 and any exposed caulking utilized should be monitored and replaced as needed.</p> <p>A professional should inspect roofs every year and all recommended maintenance should be carried out.</p> <p>All forms of roofing are intended to shed water and prevent its entry into the residence. Obstructions that prevent the free flow of water off of the roof surface or to a drain can cause leakage and/or premature failure of the roofing material.</p> <p>Roof cleaning is recommended on a semi-annual basis. Roof venting should also be checked and kept clear. All penetrations through the roof such as plumbing stacks, vents, etc., need to be checked annually and re-sealed as necessary.</p>										



Reserve Component: (8) Eaves troughs and Downspouts		
Physical Description:	Sloped roofs drain water to the edges where it is caught in a gutter, attached to the fascia of the building, and sloped towards their drain (downspout). The drain takes the water down the building into the storm sewer system. There are 3 buildings within the subject development with gutters on significant portions of the buildings.	
Financial Analysis	The gutters and downspouts are in good condition overall and are reported to have been replaced in 2015. Some pieces of the downspouts were missing at the date of our site visit. Minor repairs and periodic cleaning can be handled via the operating account.	
Potential Deterioration	This includes such problems in gutters and downspouts as: <ul style="list-style-type: none"> - Seams between gutters and downspouts can fail; - Impact damage can misalign downspouts; - Exposed metal and Oxidation. 	
Condition Analysis	Eavestroughs and downspouts appeared to be in good condition overall. Periodic cleaning/powerwashing is recommended.	
Life Cycle Analysis	Date of Acquisition: Normal Life Span: Effective Age: Remaining Life Span:	2015 25 years 2 years 23 years
Unit Quantity And Cost Estimates	Unit Quantity: Unit Cost Estimate: Current Repair or Replacement Estimate: Estimated Year of Major Repair or Replacement:	1 allowance – three buildings. \$14,500.00 \$14,500.00 2040
Deficiency Analysis	Periodic inspection and cleaning of the gutters is recommended on a yearly basis. At the time of inspection, some of the downspouts were missing. This should be repaired immediately.	
<div style="display: flex; justify-content: space-around;">   </div>		

Reserve Component: (9) Electrical Distribution System and Interior/Exterior Lighting/Devices									
Physical Description:	This reserve includes the incoming electrical service, various distribution panels, electrical cables and wiring, connections throughout the buildings and electric fixtures. The distribution to the common element equipment and end devices is included within this component, while the distribution within the individual units is the individual owners' responsibility. Also included within this component are the exterior lighting fixtures and yard lighting.								
Financial Analysis	<p>The reserve is a long-term reserve provision and consists of a contingency estimate for the system which is deemed to be sufficient for any electrical repairs or electric component replacements. It is a not a total replacement estimate, as the electrical systems should last the life time of the building. There are no noted expenditures in this item.</p> <p>An allowance for replacement of exterior lighting has been made at 15 year intervals commencing in year 3.</p>								
Potential Deterioration	<p>This component requires distribution wiring and connection points which generally last the lifetime of the building. High voltage wiring connections should be tight as over time, due to metal fatigue or corrosion, the screws holding the wire to their terminals can become loose. If electrical current arcs across the resultant gap, fire can result. Loose connections cause heat to build up and also increase the potential for a large-scale power failure. End devices such as receptacles and light fixtures are generally affected by electrical component failures, vandalism or misuse.</p> <p>There is generally no reliable way to predict whether or if problems will arise with this component. An allowance of 25% of the estimated replacement cost of the component has been made.</p> <p>It is recommended that the strata accrue funds over time to deal with unforeseen expenditures associated with this component.</p>								
Condition Analysis	The observed condition of the electrical components viewed showed little signs of damage or misuse. The electrical rooms and panels were typically well kept and properly covered.								
Life Cycle Analysis	<table border="1"> <tr> <td>Date of Acquisition:</td> <td>1981</td> </tr> <tr> <td>Normal Life Span:</td> <td>50 years</td> </tr> <tr> <td>Effective Age:</td> <td>30 years</td> </tr> <tr> <td>Remaining Life Span:</td> <td>20 years</td> </tr> </table>	Date of Acquisition:	1981	Normal Life Span:	50 years	Effective Age:	30 years	Remaining Life Span:	20 years
Date of Acquisition:	1981								
Normal Life Span:	50 years								
Effective Age:	30 years								
Remaining Life Span:	20 years								
Unit Quantity And Cost Estimates	<table border="1"> <tr> <td>Unit Quantity:</td> <td>1 Allowance</td> </tr> <tr> <td>Unit Cost Estimate:</td> <td>\$30,000.00</td> </tr> <tr> <td>Current Repair or Replacement Estimate:</td> <td>\$7,500.00 (25% reserve allowance)</td> </tr> <tr> <td>Estimated Year of Major Repair or Replacement:</td> <td>2020/2035 replacement of exterior lighting \$2,500.00</td> </tr> </table>	Unit Quantity:	1 Allowance	Unit Cost Estimate:	\$30,000.00	Current Repair or Replacement Estimate:	\$7,500.00 (25% reserve allowance)	Estimated Year of Major Repair or Replacement:	2020/2035 replacement of exterior lighting \$2,500.00
Unit Quantity:	1 Allowance								
Unit Cost Estimate:	\$30,000.00								
Current Repair or Replacement Estimate:	\$7,500.00 (25% reserve allowance)								
Estimated Year of Major Repair or Replacement:	2020/2035 replacement of exterior lighting \$2,500.00								
Deficiency Analysis	<p>None noted. Fixtures should be replaced as required. Periodic single fixture replacement, relamping, etc. is considered to be a maintenance item and is excluded from this analysis.</p> <p>GFCI outlets should be tested monthly to ensure their proper operation.</p>								



Reserve Component: (10) Plumbing System		
Physical Description:	Primary components include water distribution piping, waste water collection, a natural draft and exterior water connections. Domestic and potable hot water for the individual units is provided by electric hot water tanks within the units. The hot water tanks are excluded from this analysis.	
Financial Analysis	<p>This reserve component is not a full replacement of the system as the plumbing systems should last the lifespan of the structure, however, a reserve for periodic repairs and partial replacement as components and fittings wear out.</p> <p>As noted, the weakness is that it is unknown when or if the plumbing lines will deteriorate and require replacement. However, prudent planning would involve some planning for the replacement of this component.</p> <p>It is recommended that the strata accrue funds over time to deal with unforeseen expenditures associated with this component. An allowance of \$1,000.00 per unit over the 30-year period has been made for unforeseen repairs.</p>	
Potential Deterioration	Pitting corrosion is expected near the end of the copper pipe service life. Pressure reducing valves require maintenance and domestic water risers may require isolated replacement from time to time. Most of the plumbing lines will be within the boundaries of the individual strata lots, however periodically exterior hose bibs and supply and waste lines will require repair/replacement.	
Condition Analysis	The inspection for Depreciation Report purposes is non-invasive in nature. The component appears to be in serviceable condition. However, we would recommend that a qualified plumber be retained to periodically inspect the condition of the piping.	
Life Cycle Analysis	Date of Acquisition: Normal Life Span: Effective Age: Remaining Life Span:	1981 50 years 20 years 30 years
Unit Quantity And Cost Estimates	Unit Quantity: Unit Cost Estimate: Current Repair or Replacement Estimate: Estimated Year of Major Repair or Replacement:	1 Allowance \$24,000.00 \$24,000.00 Reserve allowance
Deficiency Analysis	None noted.	

Reserve Component: (11) Walkways, Driveways, Parking and Patios									
Physical Description:	<p>This component includes concrete walkways and patios and paved driveways and parking areas throughout the property. The interior parking area is paved with concrete with non-mountable concrete curbing.</p> <p>The concrete paved interior roadway and parking area encompasses approximately 13,000 square feet with the concrete parking and walkways. Patios encompass a further 2,200 square feet.</p>								
Financial Analysis	<p>The reserve is a long-term reserve provision and consists of a contingency estimate for the walkways and patios which is deemed to be sufficient for any repairs or partial replacements. It is not a total replacement estimate, as the component should last the life time of the building. There are no noted expenditures in this item.</p> <p>Concrete and asphalt are not usually replaced all at once since it usually wears and fails at various rates whereby sections are repaired on an 'as needed basis'.</p> <p>Crack repair should be done periodically to increase life expectancy of the component.</p>								
Potential Deterioration	<p>Concrete shifting and cracking over time. Damage may be accelerated by freeze-thaw cycles and by neighbouring vegetation.</p> <p>Asphalt and concrete can be adversely affected by oil and other contaminants. The Strata should have a program in place to routinely inspect for and correct dripping oil from automobiles.</p> <p>Another potential cause of damage to concrete surfaces is road salt and other chemical contaminants. Road salt or other de-icing products used for ice control in the winter may adversely affect the surface of parking areas.</p>								
Condition Analysis	<p>Patios and walkways are in average to poor condition. Over a 30-year horizon, portions of the concrete walkways and paved areas will be subject to cracking, settling, etc. Some settling and cracking was noted in the paved areas particularly around catch basins and manholes. Settling cracks were also noted in the shared front patios around Units 9 & 10, and Units 16 & 17. An allowance of \$5,000.00 has been made in year 1 followed by a recurring allowance of \$5,000.00 starting in year 6 and recurring every 10 years.</p>								
Life Cycle Analysis	<table border="0"> <tr> <td>Date of Acquisition:</td> <td>1981</td> </tr> <tr> <td>Normal Life Span:</td> <td>50 years</td> </tr> <tr> <td>Effective Age:</td> <td>20 years</td> </tr> <tr> <td>Remaining Life Span:</td> <td>30 years</td> </tr> </table>	Date of Acquisition:	1981	Normal Life Span:	50 years	Effective Age:	20 years	Remaining Life Span:	30 years
Date of Acquisition:	1981								
Normal Life Span:	50 years								
Effective Age:	20 years								
Remaining Life Span:	30 years								
Unit Quantity And Cost Estimates	<table border="0"> <tr> <td>Unit Quantity:</td> <td>1 allowance</td> </tr> <tr> <td>Unit Cost Estimate:</td> <td>\$143,000.00 total replacement</td> </tr> <tr> <td>Current Repair or Replacement Estimate:</td> <td>\$143,000.00 \$5,000.00 repair allowance</td> </tr> <tr> <td>Estimated Year of Major Repair or Replacement:</td> <td>2018 – allowance for minor repairs 2023 repair cycle. 2033 repair cycle. 2043 repair cycle. 2047 50% replacement</td> </tr> </table>	Unit Quantity:	1 allowance	Unit Cost Estimate:	\$143,000.00 total replacement	Current Repair or Replacement Estimate:	\$143,000.00 \$5,000.00 repair allowance	Estimated Year of Major Repair or Replacement:	2018 – allowance for minor repairs 2023 repair cycle. 2033 repair cycle. 2043 repair cycle. 2047 50% replacement
Unit Quantity:	1 allowance								
Unit Cost Estimate:	\$143,000.00 total replacement								
Current Repair or Replacement Estimate:	\$143,000.00 \$5,000.00 repair allowance								
Estimated Year of Major Repair or Replacement:	2018 – allowance for minor repairs 2023 repair cycle. 2033 repair cycle. 2043 repair cycle. 2047 50% replacement								
Deficiency Analysis	<p>As ongoing maintenance, it is important to observe and fill cracks in concrete to extend the life of this component. Periodic line repainting may also be required. Allowances for periodic repairs/minor replacement have been made throughout the term. The paved surface will reach the end of its lifespan towards year 30. An allowance for 50% replacement has been made in year 30.</p>								



Reserve Component: (12) Site Services									
Physical Description:	Site services include the water service piping, sewer service piping, and storm water management which is inclusive of the property drainage, perimeter drainage and catch basins.								
Financial Analysis	<p>It is generally expected that these systems will remain intact for the life of the property. However unexpected problems can occur. Unfortunately, there is generally no reliable way to predict whether or if such problems will arise. An allowance of 25% of the estimated replacement cost of the component has been made.</p> <p>It is recommended that the strata accrue funds over time to deal with unforeseen expenditures associated with this component.</p>								
Potential Deterioration	Drains and catch basins must be cleared to prevent overflow. Over time, foliage and vegetation can interfere with utility lines. Perimeter drainage should be kept free of long rooted plants.								
Condition Analysis	Items appear to be in serviceable condition. The inspection for depreciation report purposes is non-invasive in nature.								
Life Cycle Analysis	<table border="0"> <tr> <td>Date of Acquisition:</td> <td>1981</td> </tr> <tr> <td>Normal Life Span:</td> <td>75 yrs</td> </tr> <tr> <td>Effective Age:</td> <td>36 years</td> </tr> <tr> <td>Remaining Life Span:</td> <td>39 years</td> </tr> </table>	Date of Acquisition:	1981	Normal Life Span:	75 yrs	Effective Age:	36 years	Remaining Life Span:	39 years
Date of Acquisition:	1981								
Normal Life Span:	75 yrs								
Effective Age:	36 years								
Remaining Life Span:	39 years								
Unit Quantity And Cost Estimates	<table border="0"> <tr> <td>Unit Quantity:</td> <td>1 Allowance</td> </tr> <tr> <td>Unit Cost Estimate:</td> <td>\$80,000.00 – full replacement</td> </tr> <tr> <td>Current Repair or Replacement Estimate:</td> <td>\$20,000.00 (25% reserve allowance)</td> </tr> <tr> <td>Estimated Year of Major Repair or Replacement:</td> <td>\$3,000.00 allowance for repairs at year 10 (2027), year 20 and year 30.</td> </tr> </table>	Unit Quantity:	1 Allowance	Unit Cost Estimate:	\$80,000.00 – full replacement	Current Repair or Replacement Estimate:	\$20,000.00 (25% reserve allowance)	Estimated Year of Major Repair or Replacement:	\$3,000.00 allowance for repairs at year 10 (2027), year 20 and year 30.
Unit Quantity:	1 Allowance								
Unit Cost Estimate:	\$80,000.00 – full replacement								
Current Repair or Replacement Estimate:	\$20,000.00 (25% reserve allowance)								
Estimated Year of Major Repair or Replacement:	\$3,000.00 allowance for repairs at year 10 (2027), year 20 and year 30.								
Deficiency Analysis	<p>A physical inspection of these systems was not possible. Therefore, it is assumed that this item and its related components were built to prevailing code requirements of that era. Furthermore, having physically inspected the subject property, there was no evidence observed to suggest that these systems are not functioning as designed.</p> <p>Repairs and maintenance of these items are required on a regular basis to ensure the services are in good working order. We recommend that service lines be scoped periodically to ensure no intrusion by foliage.</p> <p>Catch basins should be cleaned every year as part of a maintenance program. Drains should be kept clear of debris.</p>								
<table border="0"> <tr> <td style="width: 50%; text-align: center;">  </td> <td style="width: 50%; text-align: center;">  </td> </tr> </table>									
									

Reserve Component: (13) Miscellaneous Site Improvements									
Physical Description:	<p>This component includes the landscaping, fencing, park area, and smaller miscellaneous site improvements.</p> <p>There are a mixture of grassed areas and shrubbery/trees which also may require some repair/maintenance over time.</p> <p>Signage includes the decorative signage to the front of the property.</p> <p>Surrounding the perimeter (3 sides) of the site is a mixture of wood fencing of which we understand approximately ±665 lineal feet along the east and south sides is the strata's responsibility. There are also wood privacy panels.</p> <p>Along the front portion of the property there is chain-link fencing, which is estimated at ±200 linear feet.</p>								
Financial Analysis	<p>This reserves contingency intended to be used to offset the cost of replacing dead or declining landscaping. It is not intended to replace the landscaping in its entirety at one time and is not a substitute for regular maintenance expenses.</p> <p>Chain link and wood fencing is long lasting; however, vegetation should be trimmed back to prevent interference with the fencing. Individual privacy fence panel replacement can be undertaken from the maintenance budget.</p>								
Potential Deterioration	<p>Fencing is subject to wind and weather damage, vandalism and impact damage. Wood fencing has a life span of approximately 15 years with chain link fencing considerably longer at ±30 years. As such, the various portions of wood fencing will come due for replacement twice during the study period. Allowances have been made at year 10 and 25.</p>								
Condition Analysis	<p>Landscaping is well kept and presents well. The front concrete planters are missing a few paving stones (see below) and should be repaired. This can likely be accommodated through the maintenance budget.</p>								
Life Cycle Analysis	<table border="1"> <tr> <td>Date of Acquisition:</td> <td>Mixed</td> </tr> <tr> <td>Normal Life Span:</td> <td>50 years overall (wood fencing – 15 yrs.)</td> </tr> <tr> <td>Effective Age:</td> <td>20 years</td> </tr> <tr> <td>Remaining Life Span:</td> <td>30 years</td> </tr> </table>	Date of Acquisition:	Mixed	Normal Life Span:	50 years overall (wood fencing – 15 yrs.)	Effective Age:	20 years	Remaining Life Span:	30 years
Date of Acquisition:	Mixed								
Normal Life Span:	50 years overall (wood fencing – 15 yrs.)								
Effective Age:	20 years								
Remaining Life Span:	30 years								
Unit Quantity And Cost Estimates	<table border="1"> <tr> <td>Unit Quantity:</td> <td>1 allowance</td> </tr> <tr> <td>Unit Cost Estimate:</td> <td>\$30,000.00</td> </tr> <tr> <td>Current Repair or Replacement Estimate:</td> <td>\$30,000.00</td> </tr> <tr> <td>Estimated Year of Major Repair or Replacement:</td> <td>Years 10 and 25 \$25,000.00</td> </tr> </table>	Unit Quantity:	1 allowance	Unit Cost Estimate:	\$30,000.00	Current Repair or Replacement Estimate:	\$30,000.00	Estimated Year of Major Repair or Replacement:	Years 10 and 25 \$25,000.00
Unit Quantity:	1 allowance								
Unit Cost Estimate:	\$30,000.00								
Current Repair or Replacement Estimate:	\$30,000.00								
Estimated Year of Major Repair or Replacement:	Years 10 and 25 \$25,000.00								
Deficiency Analysis	<p>Wood fencing and should be periodically re-stained/repainted to preserve the component.</p>								



5.0 Depreciation Report Component Estimates

5.1 Wm. S. Jackson & Associates Ltd. Benchmark Analysis

The Wm. S. Jackson & Associates Ltd. Benchmark Analysis shows the physical aspects of the various reserve components, including the life cycle analysis and the cost estimates on a single spreadsheet for convenient examination and easy reference. The cost estimates are pursuant to prudent contingency reserve fund practices, which provide for inflationary cost increases over time and interest income from contingency reserve fund investments.

The contingency reserve fund estimates have been prepared without regard to the current financial position of the corporation or the current contingency reserve fund contributions by unit owners, and as such, they represent the optimum contingency reserve fund operation, which assumes that the corporation has continuously assessed adequate contingency reserve funding from the beginning.

This Benchmark Analysis is the foundation of the Certified Reserve Fund Planning System, as it provides the basis for comparison to the actual contingency reserve fund operation. The Certified Reserve Fund Planning Benchmark Analysis as developed by the Real Estate Institute of Canada provides the standard for contingency reserve fund planning and property maintenance, and as such, it is a valuable management and maintenance resource document.

The foregoing program represents the practical application of contingency reserve fund budget planning and management. When applied, as outlined, the contingency reserve fund will cover anticipated contingency reserve fund expenditures and any contingencies.

5.2 Schedule A – Schedule of Contingency Reserve Fund Component Estimates

The following Schedule of the Depreciation Reports Component Estimates shows detailed computations for the various reserve items using the projection factors explained in Section 2.4 of this Report:

Long-term inflation rate:	2.5%
Long-term interest rate:	1.5%

Due to rounding automatically executed by computer, there may be minor discrepancies in the data, which are not deemed significant.

Schedule 'A' – Schedule of Reserve Fund Estimates

	Inflation Factor	2.50%							
	Interest Rate	1.50%							
RESERVE COMPONENTS BENCHMARK ANALYSIS	Year of Acquisition	EXPECTED LIFESPAN Years	OBSERVED CONDITION Years	REMAINING LIFE SPAN Years	Unit Quantity	Unit Measure	Unit Cost	CURRENT REPLACEMENT COST	FUTURE REPLACEMENT COSTS
Building - Structural & Architectural									
1. Exterior Siding and Trim	Mixed	30	15	15	1	allowance	120,000.00	120,000	17
2. Window Assemblies	2005	35	12	23	1	allowance	35,000.00	35,000	6
3. Soffits	2005	30	15	15	1	allowance	32,000.00	32,000	4
4. Patio Doors	2005	35	12	23	24	doors	1,200.00	28,800	5
5. Suite and Service Doors	Mixed	35	15	20	27	doors	750.00	20,250	3
6. Exterior Painting, Sealant, and Caulking	Mixed	15	5	10	1	allowance	28,000.00	28,000	3
7. Roof Surfaces	2015	45	2	43	1	allowance	130,000.00	130,000	37
8. Eaves Troughs and Downspouts	2015	25	2	23	1	allowance	14,500.00	14,500	2
Building - Electrical and Mechanical Systems									
9. Electrical Distribution Systems	1981	50	20	30	1	allowance	7,500.00	7,500	1
10. Plumbing Systems	1981	50	20	30	1	allowance	24,000.00	24,000	5
Site Improvements									
11. Walkways and Paved Areas	1981	50	20	30	1	allowance	143,000.00	143,000	29
12. Site Services	1981	75	36	39	1	allowance	20,000.00	20,000	5
13. Miscellaneous Site Improvements	Mixed	50	20	30	1	allowance	30,000.00	30,000	6
14. Certified Reserve Fund Consultant	2017	3	0	3	1	allowance	3,150.00	3,150	
TOTAL RESERVES								636,200	1,28

Note: Due to the mixed ages of some components average effective ages and remaining economic lifespans have been utilized in the benchmark.

5.3 Summary of Contingency Reserve Fund Estimates

The Contingency Reserve Fund position and estimated requirements of VIS3451 are as follows:

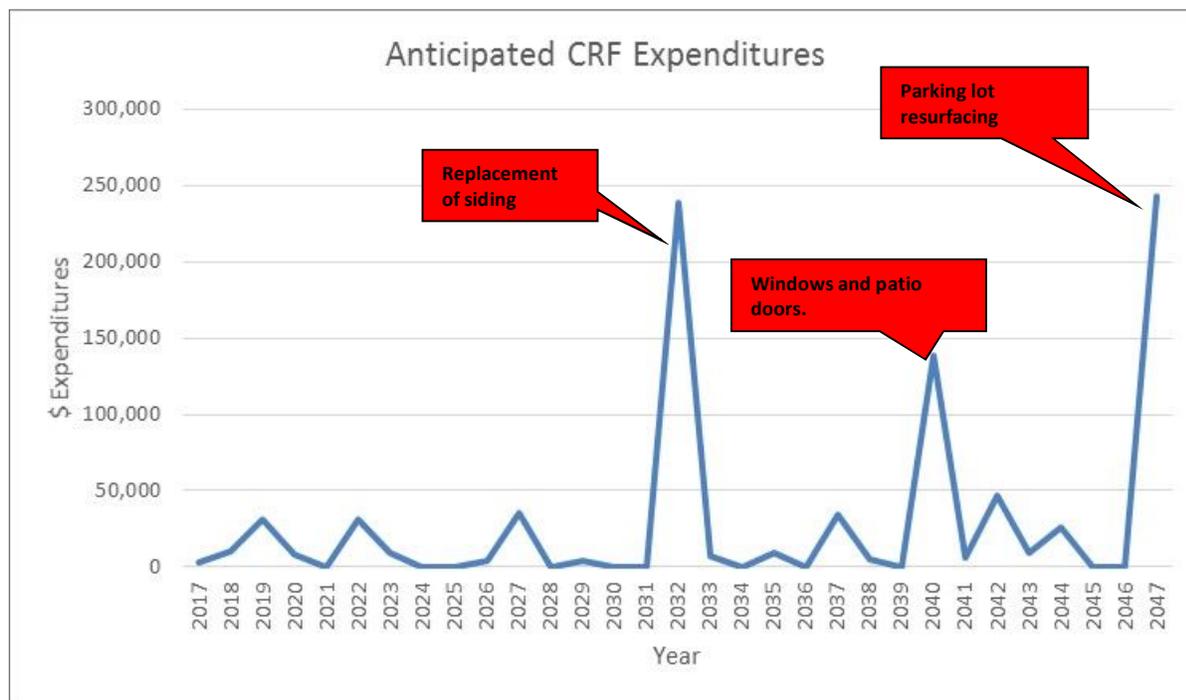
Current Replacement Reserves or Costs	
Which are provisions for all major repairs and replacements at current prices	\$636,200
Future Replacement Reserves or Costs	
Which are provisions for all major repair and replacement costs in the future at the end of the expected life span	\$1,287,969
Current Reserve Fund Requirements	
Which are reserve fund estimates based on the notion of effective age and should have been contributed by unit owners	\$214,224
Future Reserve Fund Accumulations	
Which are the current reserve fund requirements together with interest compounded over the remaining life span	\$305,956
Future Reserve Fund Requirements	
Which are to be funded by unit owners' payments to the reserve fund plus any interest earned	\$982,013
Annual Reserve Fund Assessments	
Which are the annual reserve fund payments to be made by unit owners	\$30,560

In accordance with these estimates, to be 'fully funded' the corporation should have **\$214,224** in the reserve fund at the end of its current fiscal year, and the assessed annual payments or contributions to the reserve fund by unit owners should be **\$30,560** based on the stated assumptions. This level of contribution would result in a '**fully funded**' contingency reserve fund.

"Full funding" describes the objective to have reserves on hand equivalent to the value of the deterioration of each of the reserve component. The objective is to have the ongoing asset deterioration offset by the proportional accumulation of cash. In essence, *full funding* allows all anticipated expenditures both within the 30-year planning period and beyond to be fully met from the reserve fund.

Schedule of Contingency Reserve Fund Component Estimates

Plotting the Schedule of Reserve Fund Estimates graphically results in the following illustration of peak or critical years with respect to required outlays.



The subject was constructed in 1981 and the physical age is 36 years. The exterior siding is a mixture of vertical wood plank ranchwall siding and stucco, which is a relatively long-lasting component and was installed in approximately 2005. This item will reach the end of its economic life in about year 15. The roof surfaces were replaced in 2015 with a long-lasting metal surface which will not likely require replacement during the 30 year period. The torch-on surfaces over the entries, however will require replacement twice during the 30 year period.

The windows and patio doors will reach the end of their economic life in about year 23 while the asphalt parking lot surface will reach the end of its economic life in about year 30.

Over the 30-year period, additional expenditures for siding repairs, painting, fence upgrades, paving and concrete repairs, etc. will be incurred.

Through preventative maintenance and repair, component life spans can be extended; however, 'critical' years for expenditures for the strata are noted in the above graph.

6.0 Analysis of Contingency Reserve Fund Operations

Reviewing and analyzing the contingency reserve fund operation of VIS3451, we have examined the budget for the Corporation for its operations. The strata corporation year end is at September 30th of each year.

Discussions with the strata and a review of available minutes and documentation indicate the following reserve fund operating history. A summary of the 2015 year end along with the budget for the 2016-2017 year is as follows:

Summary of Reserve Fund Operations		
Year	<u>2015</u>	(Budget) <u>2016</u>
Opening Balance	\$ 37,930.97	\$ 45,440.95
Contributions	\$ 7,500.00	\$ 8,250.00
Expenditures	\$ -	\$ (3,150.00)
Interest	\$ 9.98	\$ 681.61
Other	\$ -	\$ -
Closing Balance	\$ 45,440.95	\$ 51,222.56

* 2016-2017 Interest estimated at 1.5% of opening balance

Contribution levels for 2016-2017 are budgeted at \$8,250.00 which equates to an average of \$343.75 per annum per unit or \$28.65 per unit per month. Expenditures for the current year are limited to the depreciation report with a fee of \$3,150.00 including GST. Contributions in 2015-2016 were reported at \$7,500.00.

The fund is held in a savings account. Interest received on the fund has varied, however has typically been less than 2%. Higher interest savings account and GIC's are available and should be considered by the strata to maximize the return on investment.

In addition to the contingency fund contributions, the strata incurs expenses each year out of the general fund for maintenance and repair of common components such as, gutters and windows, landscaping and other components.

6.1 Corporation's Financial Statements

As detailed above, copies of the strata corporation's financial statements were provided by strata management and included the 2015 and 2016 years. A copy of the statements for 2015 and 2016 along with the current year budget and verbal and written information regarding the opening and closing balances of the reserve fund.

6.2 Benchmark Analysis

The Benchmark Analysis shows the difference between the actual contingency reserve fund balance and the current contingency reserve fund requirement, as calculated in the Benchmark Analysis. In other words, what the strata has built up to date within the reserve fund versus what should be in the reserve fund to meet future anticipated obligations.

The current reserve fund requirement is an estimate of a fully funded reserve fund, based on the Benchmark calculation.

The Benchmark Analysis has been developed by Certified Reserve Fund Planners as a guide for property managers and the board of directors to ensure that the reserve fund is neither under-funded nor over-funded.

As compared to a *full funding* level, the reserve fund of VIS3451 is showing a shortfall at the end of the 2016-2017 fiscal year, as shown below:

Benchmark Analysis Summary		
Opening Balance October 1, 2016	\$	45,441.00
Current Budgeted Reserve Fund Contribution for the Year	\$	8,250.00
Tax Free Interest to be Earned On the Reserve Fund (<i>estimated at 1.5%</i>)	\$	681.62
Less: Estimated Reserve Fund Expenditures for Fiscal Year 2016-2017	\$	(3,150.00)
Projected Reserve Fund Balance as at September 30, 2017	\$	51,222.62
Estimated Reserve Fund Requirements after Expenditures in 2016-2017	\$	(215,741.00)
Estimated Reserve Fund Surplus/Deficiency	\$	(164,518.39)

As can be seen, the subject has a shortfall between actual and projected reserve fund balances.

6.3 Adequacy of the Contingency Reserve Fund

Adequacy of the Contingency Reserve Fund may be defined as the contingency reserve fund balance together with regular contributions and investment income, which constitutes sufficient resources available for all components identified within the reserve fund study including expected reserve fund expenditures, required repairs or replacement of common elements or assets of the corporation, along with an amount sufficient to eliminate or significantly reduce the potential for most special assessments due to the unexpected or premature failure of the above components.

The most direct and stringent measure of the adequacy of contingency reserve fund is the contingency reserve fund deficiency analysis, whereby the actual closing reserve fund balance is compared with the currently required reserve fund balance, as estimated by a competent reserve fund planner.

Any significant difference between the actual contingency reserve fund balance and the required contingency reserve fund balance will show the amount of a contingency reserve fund surplus or contingency reserve fund deficiency (shortfall).

A contingency reserve fund surplus, particularly when such surplus is increased by excessive contingency reserve fund contributions, means that unit owners have contributed too much to the contingency reserve fund, a situation which should be corrected to eliminate such contingency reserve fund surplus.

A contingency reserve fund deficit or shortfall indicates that unit owners have not contributed enough to the reserve fund, causing the discrepancy between a fully funded contingency reserve fund and the actual contingency reserve fund balance.

The adequacy of a contingency reserve fund does not require the test of an estimated fully funded contingency reserve fund. The test as to the adequacy of a contingency reserve fund should be sufficient cash resources to fund all potential repairs and replacements, including unforeseen events and contingencies.

Therefore, a contingency reserve fund deficiency or shortfall does not automatically mean that the contingency reserve fund is not adequate. It is the judgment of the depreciation report planner to conclude whether the contingency reserve fund is adequate or not.

In our opinion, while the current reserve fund and contribution levels are insufficient to meet anticipated repairs and maintenance, the proposed contributions for VIS3451 as detailed herein will be adequate to fund all future repairs and replacements of the common elements and assets of the Corporation.

7.0 Contingency Reserve Fund Management – 30 Year Projections

7.1 Schedule C – 30 Year Projected Cash Flow and Deficiency Analysis

The Depreciation Reports – Contingency Reserve Fund Projected Cash Flow and Deficiency Analysis presents a 30-year reserve fund projection showing cash positions, cash flows and cash expenditures in a form and detail, which conforms to financial statement presentation of contingency reserve fund operations.

Opening Cash Balance

This is the reserve fund position at the beginning of each and every fiscal year showing the cash resources available, which consist of (1) bank deposits, (2) qualified investments, and (3) accrued interest earned.

Cash Flows

These are the regular reserve fund contributions, special assessments, and interest income based on 1.5% of the opening balance.

Opening Cash Funds

These represent the total cash resources available in any fiscal year and include the current year's cash flow.

Cash Expenditures

These are annual expenditures listed in the categories established by the Depreciation Report. Records or ledger accounts of these expenditure categories should be kept showing contingency reserve fund allocations and charges in a chronological order for control and reference.

Closing Cash Fund

This is the contingency reserve fund position at the end of each and every fiscal year, which is carried forward to the next year.

Deficiency Analysis

The Contingency Reserve Deficiency has been projected by formula taking into account the inflation factor, interest rates and contingency reserve fund expenditures. Therefore, any contingency reserve fund expenditures will not affect the contingency reserve fund deficiency because such expenditures will also affect the reserve requirements.

7.2 Three Funding Models

Three Funding Models

Section 6.2.3(e) of the Strata Property Act Regulations which deals with Guidelines for Depreciation Reports indicates *at least 3 cash-flow funding models for the contingency reserve fund relating to the maintenance, repair and replacement over 30 years, beginning with the current or previous fiscal year of the strata corporation, of the items listed in subsection (2)(b).*

In keeping with Section 6.2.3(e) of the act, we have developed three alternative funding models based on the previously developed Benchmark Analysis. The three models are summarized as follows:

Model 1 'As Is/Status Quo'

This model is reflective of the status quo. The monthly unit owners' contributions held at the current level \$8,250.00 per year and is increased only by the anticipated rate of construction inflation at 2.5% per year throughout the 30-year term. This model is considered an 'as is' or 'status quo' type funding model.

As can be seen, at this level of contribution, the balance of the reserve fund is insufficient to meet the anticipated requirements.

As such, special assessments would be required as follows:

Year 15	\$175,000.00 (Siding replacement)
Year 23	\$115,000.00 (Windows and patio door replacement)
Year 30	\$190,000.00 (Parking/concrete resurfacing)

Total special assessments over the 30 year period equate to \$480,000.00.

Pros The primary benefit of this model is that monthly fees are kept to a minimum (current levels) which benefits current owners.

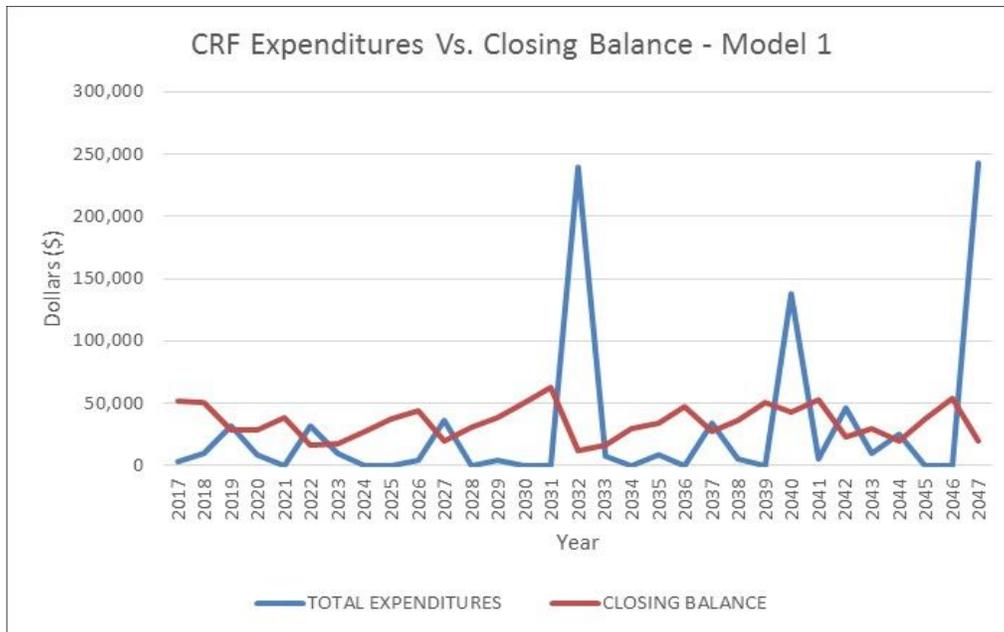
Cons The primary shortfall of this model is that all major items are dealt with via special assessments.

The reserve fund balance essentially handles only smaller items. This shifts the burden for repair/replacement of larger items virtually entirely onto future owners.

This may result in increased unit turnover in years leading up to major expenditure years and market discounts for units for sale with pending special assessments.

Full funding is not reached within this model.

The increasing reserve deficiency created by this model will eventually need to be paid back (typically through special assessments). It is important to remember that there can be no reserve fund deficiency by the end of the building life, therefore steps towards reducing the deficiency should occur far in advance of end of life.



Cash Flow Table		Complex: Aldergrove Place		Date: Mar-17					
		Model: Status Quo Model (Model 1)		# Units: 24					
Cash Flow Projection	30 yrs	Existing Unit Owner contributions maintained at current levels throughout the 30 years.							
Interest Rate	1.50%	adjusted for inflation. Special assessments as required.							
Inflation Rate	2.50%								
Year	Opening Balance	Annual Contribution	Special Assessment	Estimated Inflation Adjusted Expenditures	Estimated Interest Earned 1.50%	Increase in Annual Contributions	Closing Balance	Annual Contribution Per Unit (average)*	Monthly Contribution Per Unit (average)*
2017	45,441	8,250		3,150	682	n/a	51,223	344	28.65
2018	51,223	8,456		10,250	768	2.50%	50,197	352	29.36
2019	50,197	8,668		31,519	753	2.50%	28,099	361	30.10
2020	28,099	8,884		8,507	421	2.50%	28,898	370	30.85
2021	28,898	9,106		-	433	2.50%	38,438	379	31.62
2022	38,438	9,334		31,679	577	2.50%	16,669	389	32.41
2023	16,669	9,567		9,451	250	2.50%	17,036	399	33.22
2024	17,036	9,807		-	256	2.50%	27,098	409	34.05
2025	27,098	10,052		-	406	2.50%	37,556	419	34.90
2026	37,556	10,303		3,934	563	2.50%	44,489	429	35.77
2027	44,489	10,561		35,842	667	2.50%	19,875	440	36.67
2028	19,875	10,825		-	298	2.50%	30,998	451	37.59
2029	30,998	11,095		4,236	465	2.50%	38,322	462	38.53
2030	38,322	11,373		-	575	2.50%	50,270	474	39.49
2031	50,270	11,657		-	754	2.50%	62,681	486	40.48
2032	62,681	11,948	175,000	239,187	940	2.50%	11,383	498	41.49
2033	11,383	12,247		7,423	171	2.50%	16,377	510	42.52
2034	16,377	12,553		-	246	2.50%	29,176	523	43.59
2035	29,176	12,867		8,812	438	2.50%	33,669	536	44.68
2036	33,669	13,189		-	505	2.50%	47,363	550	45.79
2037	47,363	13,519		34,411	710	2.50%	27,181	563	46.94
2038	27,181	13,857		5,291	408	2.50%	36,155	577	48.11
2039	36,155	14,203		-	542	2.50%	50,900	592	49.32
2040	50,900	14,558	115,000	138,169	763	2.50%	43,052	607	50.55
2041	43,052	14,922		5,697	646	2.50%	52,923	622	51.81
2042	52,923	15,295		46,349	794	2.50%	22,663	637	53.11
2043	22,663	15,677		9,501	340	2.50%	29,180	653	54.44
2044	29,180	16,069		25,614	438	2.50%	20,073	670	55.80
2045	20,073	16,471		-	301	2.50%	36,845	686	57.19
2046	36,845	16,883		-	553	2.50%	54,280	703	58.62
2047	54,280	17,305	190,000	242,584	814	2.50%	19,816	721	60.09
Total Contributions		379,502							
Total Special Assessments Required:			480,000						
* Average Contribution per annum and per month is based on the total annual contribution divided by the number of units. The actual contribution per unit will depend on the unit entitlement of the unit.									

Model 2 Full Funding Model (Full Funding in Year 1)

A full funding model eliminates the need for special assessments and allows the strata to achieve a fully funded contingency reserve fund. There are numerous options for the strata to achieve a fully funded reserve fund all of which involve significant increases in annual contributions and typically involve at least one major special assessment.

In this model 'full funding' of the contingency reserve fund is achieved in year 1 of the study period. Full funding is achieved an increase in the unit owners' contributions from the current level to the full funding level of \$30,560.00 per year. Based on the 24 units within the development, the average contribution would increase to approximately \$106.11 per unit per month.

A special assessment of \$166,983.00 (average of \$6,958.00 per unit) would be required in year 1 to bring the reserve fund up to the fully funded level. Full funding of the reserve fund would be achieved in Year 1 of the study period.

Under this model, all expenditures can be met from the reserve fund balance without further assessments to the owners.

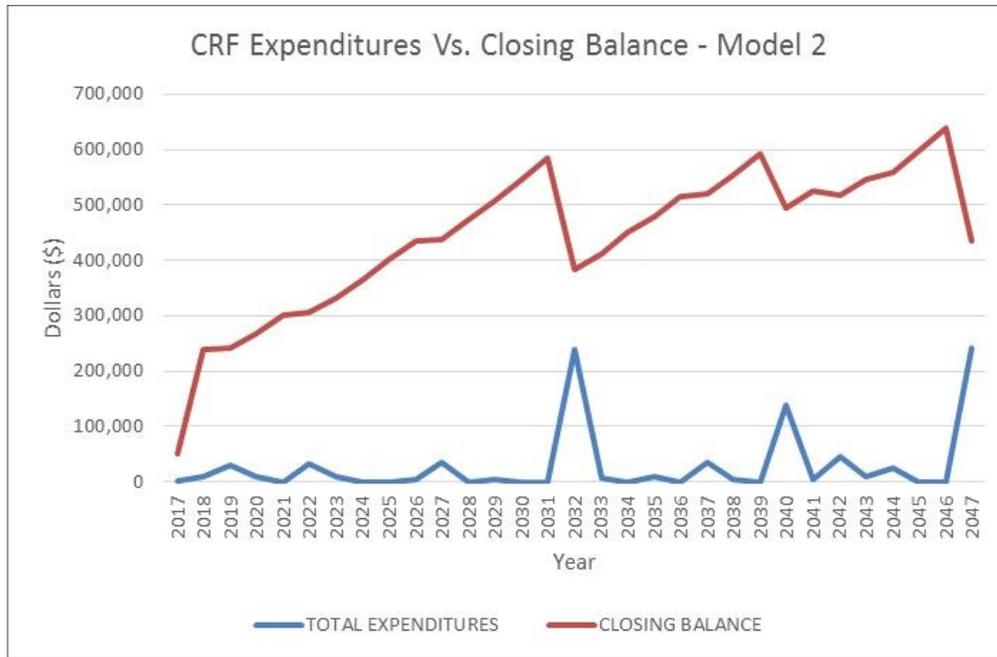
Pros This model allows all obligations to be met while retaining a positive closing balance in the reserve fund each year.

It also balances the interests of future owners with existing owners and eliminates the future capital obligations (special assessments) of the owners.

Cons The primary shortfall of this model is the significantly increased monthly expenditures for unit owners and the significant special assessment or cash call required in year 1.

The secondary drawback of this model is that it risks overfunding if the projections are found to overstate the actual replacement costs, if the actual replacement dates occur later than the proposed dates in the 30-year projection or both.

Going to this level of funding may be unpalatable for the unit owners.



Cash Flow Table		Complex:	Aldergrove Place		Date:	Mar-17			
		Model:	Full Funding Model (Model 2)		# Units:	24			
Cash Flow Projection	30 yrs	Existing Unit Owner contributions increased to full funding level. Special assessment in							
Interest Rate	1.50%	year 1 to bring fund to fully funded balance. Full Funding reached in year 1.							
Inflation Rate	2.50%								
Year	Opening Balance	Annual Contribution	Special Assessment	Estimated Inflation Adjusted Expenditures	Estimated Interest Earned 1.50%	Increase in Annual Contributions	Closing Balance	Annual Contribution Per Unit (average)*	Monthly Contribution Per Unit (average)*
2017	45,441	8,250		3,150	682	n/a	51,223	344	28.65
2018	51,223	30,560	166,983	10,250	768	270.42%	239,287	1273	106.11
2019	239,287	30,560		31,519	3,589	0.00%	241,917	1273	106.11
2020	241,917	30,560		8,507	3,629	0.00%	267,599	1273	106.11
2021	267,599	30,560		-	4,014	0.00%	302,173	1273	106.11
2022	302,173	30,560		31,679	4,533	0.00%	305,586	1273	106.11
2023	305,586	30,560		9,451	4,584	0.00%	331,279	1273	106.11
2024	331,279	30,560		-	4,969	0.00%	366,808	1273	106.11
2025	366,808	30,560		-	5,502	0.00%	402,870	1273	106.11
2026	402,870	30,560		3,934	6,043	0.00%	435,539	1273	106.11
2027	435,539	30,560		35,842	6,533	0.00%	436,790	1273	106.11
2028	436,790	30,560		-	6,552	0.00%	473,902	1273	106.11
2029	473,902	30,560		4,236	7,109	0.00%	507,335	1273	106.11
2030	507,335	30,560		-	7,610	0.00%	545,505	1273	106.11
2031	545,505	30,560		-	8,183	0.00%	584,247	1273	106.11
2032	584,247	30,560		239,187	8,764	0.00%	384,384	1273	106.11
2033	384,384	30,560		7,423	5,766	0.00%	413,287	1273	106.11
2034	413,287	30,560		-	6,199	0.00%	450,046	1273	106.11
2035	450,046	30,560		8,812	6,751	0.00%	478,545	1273	106.11
2036	478,545	30,560		-	7,178	0.00%	516,283	1273	106.11
2037	516,283	30,560		34,411	7,744	0.00%	520,176	1273	106.11
2038	520,176	30,560		5,291	7,803	0.00%	553,248	1273	106.11
2039	553,248	30,560		-	8,299	0.00%	592,107	1273	106.11
2040	592,107	30,560		138,169	8,882	0.00%	493,379	1273	106.11
2041	493,379	30,560		5,697	7,401	0.00%	525,643	1273	106.11
2042	525,643	30,560		46,349	7,885	0.00%	517,739	1273	106.11
2043	517,739	30,560		9,501	7,766	0.00%	546,564	1273	106.11
2044	546,564	30,560		25,614	8,198	0.00%	559,708	1273	106.11
2045	559,708	30,560		-	8,396	0.00%	598,664	1273	106.11
2046	598,664	30,560		-	8,980	0.00%	638,204	1273	106.11
2047	638,204	30,560		242,584	9,573	0.00%	435,753	1273	106.11
Total Contributions		925,050							
Total Special Assessments Required:			166,983						
* Average Contribution per annum and per month is based on the total annual contribution divided by the number of units. The actual contribution per unit will depend on the unit entitlement of the unit.									

Model 3 'Adequate Funding'

In this model, it is recommended that unit owners reserve contributions be increased from the current level of \$8,250.00 in 2016-2017 as follows:

Years 1 to 5	Increase by 10% per year
Years 6 to 10	Increase by 7.5% per year
Years 11 to 20	Increase by 5% per year
Years 21 to 30	Increase by 2.5% per year

In this model, the reserve fund maintains a positive closing balance throughout the 30-year term with only one special assessment required in Year 15 at a total of \$85,000.00 to coincide with the replacement of the siding.

This model does not reflect a 'fully funded' reserve fund, however maintains a positive closing balance in the reserve fund at the conclusion of each year.

Pros This model allows all obligations to be met while retaining a positive closing balance in the reserve fund each year and meeting statutory requirements.

It also balances the interests of future owners with existing owners and reduces the future capital obligations (special assessments) of the owners.

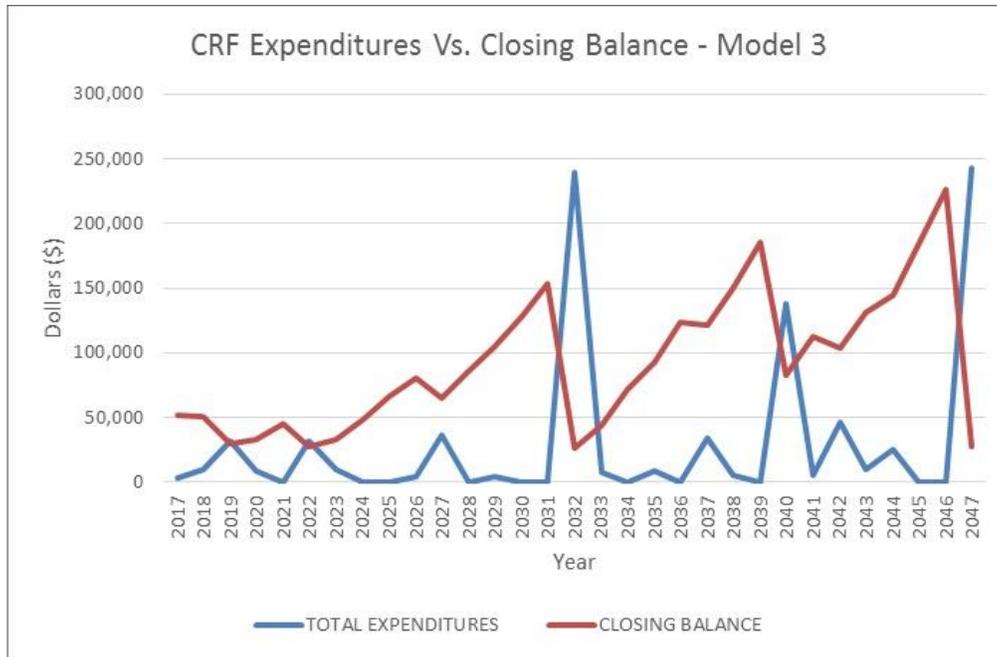
It allows for a gradual increase in the monthly reserve fund contributions which may be more palatable and realistic for the unit owners.

Potential for special assessments is reduced.

Cons The primary shortfall of this model is the increased monthly expenditures for unit owners and the planned special assessments in noted years.

This model is more a threshold funding model in that *Full Funding* is not reached. This means that expenses beyond the 30-year planning horizon may require either further increases to the monthly contributions or special assessments/cash calls.

Further it is important to remember that there can be no reserve fund deficiency by the end of the building life, therefore steps towards reducing the deficiency should occur far in advance of end of life.



Cash Flow Table		Complex:	Aldergrove Place	Date:	Mar-17				
		Model:	Adequate Funding (Model 3)	# Units:	24				
Cash Flow Projection	30 yrs	Existing unit owner contributions increased by 10% per year to year 5; then by 7.5% per year to year 10; then by 5% per year to year 20 and 2.5% per year thereafter.							
Interest Rate	1.50%	Special assessments reduced.							
Inflation Rate	2.50%								
Year	Opening Balance	Annual Contribution	Special Assessment	Estimated Inflation Adjusted Expenditures	Estimated Interest Earned 1.50%	Increase in Annual Contributions	Closing Balance	Annual Contribution Per Unit (average)*	Monthly Contribution Per Unit (average)*
2017	45,441	8,250		3,150	682	n/a	51,223	344	28.65
2018	51,223	9,075		10,250	768	10.00%	50,816	378	31.51
2019	50,816	9,983		31,519	762	10.00%	30,042	416	34.66
2020	30,042	10,981		8,507	451	10.00%	32,966	458	38.13
2021	32,966	12,079		-	494	10.00%	45,540	503	41.94
2022	45,540	13,287		31,679	683	10.00%	27,831	554	46.13
2023	27,831	14,283		9,451	417	7.50%	33,080	595	49.59
2024	33,080	15,354		-	496	7.50%	48,931	640	53.31
2025	48,931	16,506		-	734	7.50%	66,171	688	57.31
2026	66,171	17,744		3,934	993	7.50%	80,974	739	61.61
2027	80,974	19,075		35,842	1,215	7.50%	65,421	795	66.23
2028	65,421	20,029		-	981	5.00%	86,431	835	69.54
2029	86,431	21,030		4,236	1,296	5.00%	104,522	876	73.02
2030	104,522	22,081		-	1,568	5.00%	128,171	920	76.67
2031	128,171	23,186		-	1,923	5.00%	153,279	966	80.51
2032	153,279	24,345	85,000	239,187	2,299	5.00%	25,736	1014	84.53
2033	25,736	25,562		7,423	386	5.00%	44,261	1065	88.76
2034	44,261	26,840		-	664	5.00%	71,765	1118	93.19
2035	71,765	28,182		8,812	1,076	5.00%	92,212	1174	97.85
2036	92,212	29,591		-	1,383	5.00%	123,187	1233	102.75
2037	123,187	31,071		34,411	1,848	5.00%	121,694	1295	107.88
2038	121,694	31,848		5,291	1,825	2.50%	150,076	1327	110.58
2039	150,076	32,644		-	2,251	2.50%	184,971	1360	113.35
2040	184,971	33,460		138,169	2,775	2.50%	83,037	1394	116.18
2041	83,037	34,296		5,697	1,246	2.50%	112,882	1429	119.08
2042	112,882	35,154		46,349	1,693	2.50%	103,380	1465	122.06
2043	103,380	36,033		9,501	1,551	2.50%	131,462	1501	125.11
2044	131,462	36,933		25,614	1,972	2.50%	144,753	1539	128.24
2045	144,753	37,857		-	2,171	2.50%	184,781	1577	131.45
2046	184,781	38,803		-	2,772	2.50%	226,356	1617	134.73
2047	226,356	39,773		242,584	3,395	2.50%	26,941	1657	138.10
Total Contributions		755,334							
Total Special Assessments Required:			85,000						
* Average Contribution per annum and per month is based on the total annual contribution divided by the number of units. The actual contribution per unit will depend on the unit entitlement of the unit.									

Schedule 'C' – Model 1 – 'Status Quo' 30 Year Reserve Fund Cash Flow Projection and Deficiency Analysis

Model 1 - Status Quo Contributions																																
30 Year Projection	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year																	
Fiscal Year	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		
OPENING BALANCE	45,441	51,223	50,197	28,099	28,898	38,438	16,669	17,036	27,098	37,556	44,489	19,875	30,998	38,322	50,270	62,681	11,383	16,377	29,176	33,669	47,363	27,181	36,155	50,900	43,052	52,923	22,663	29,180	20,073	36,845	54,280	
Reserve Fund Contributions	8,250	8,456	8,668	8,884	9,106	9,334	9,567	9,807	10,052	10,303	10,561	10,825	11,095	11,373	11,657	11,948	12,247	12,553	12,867	13,189	13,519	13,857	14,203	14,558	14,922	15,295	15,677	16,069	16,471	16,883	17,305	
% Change		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	
Special Assessment																175,000								115,000							190,000	
Reserve Fund Interest Income	1.50%	682	768	753	421	433	577	250	256	406	563	667	298	465	575	754	940	171	246	438	505	710	408	542	763	646	794	340	438	301	553	814
Total Cash Resources	54,373	60,447	59,618	37,405	38,438	48,348	26,487	27,098	37,556	48,423	55,717	30,998	42,558	50,270	62,681	250,570	23,800	29,176	42,481	47,363	61,592	41,446	50,900	181,221	58,620	69,012	38,681	45,687	36,845	54,280	262,400	
RESERVE FUND EXPENDITURES																																
1. Exterior Siding and Trim	60,000	10,250	21,013													173,796																
2. Window Assemblies	12,000																							61,761								
3. Soffits	16,000															46,346																
4. Patio Doors	9,874																							50,821								
5. Suite and Service Doors	8,679			2,423																	29,495											
6. Exterior Painting, Sealant, and Caulking	14,000					31,679																										58,732
7. Roof Surfaces	5,778		10,506													14,483												19,478				20,976
8. Eaves Troughs and Downspouts	1,160																							25,587								
9. Electrical Distribution Systems	3,000			2,692																3,899												
10. Plumbing Systems	9,600																															
11. Walkways and Paved Areas	57,200						5,798										7,423										9,501					149,976
12. Site Services	9,600										3,840											4,916										6,293
13. Miscellaneous Site Improvements	12,000										32,002																46,349					
14. Certified Reserve Fund Consultant	-	3,150		3,392			3,653			3,934			4,236		4,562			4,913			5,291			5,697		6,136					6,607	
TOTAL EXPENDITURES	3,150	10,250	31,519	8,507	0	31,679	9,451	0	0	3,934	35,842	0	4,236	0	0	239,187	7,423	0	8,812	0	34,411	5,291	0	138,169	5,697	46,349	9,501	25,614	0	0	242,584	
CLOSING BALANCE	51,223	50,197	28,099	28,898	38,438	16,669	17,036	27,098	37,556	44,489	19,875	30,998	38,322	50,270	62,681	11,383	16,377	29,176	33,669	47,363	27,181	36,155	50,900	43,052	52,923	22,663	29,180	20,073	36,845	54,280	19,816	
DEFICIENCY ANALYSIS																																
Ideal Reserve Balance	218,891	215,741	239,287	241,917	267,699	302,173	305,586	331,279	366,808	402,870	435,540	436,791	473,902	507,335	545,505	584,248	384,384	413,287	450,046	478,545	516,283	520,177	553,248	592,107	493,380	525,643	517,739	546,564	559,708	598,664	638,204	435,753
Difference (Closing Balance- Ideal Reserve Balance)	-164,518	-189,090	-213,818	-238,701	-263,735	-288,917	-314,243	-339,710	-365,314	-391,051	-416,916	-442,905	-469,013	-495,235	-521,567	-373,002	-396,910	-420,870	-444,876	-468,920	-492,995	-517,094	-541,207	-450,327	-472,720	-495,076	-517,384	-539,636	-561,819	-583,924	-415,937	

Schedule 'C' – Model 2 – 'Full Funding' 30 Year Reserve Fund Cash Flow Projection and Deficiency Analysis

Model 2 - Full Funding (Year 1)																																
30 Year Projection	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	
Fiscal Year	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		
OPENING BALANCE	45,441	51,223	239,287	241,917	267,599	302,173	305,586	331,279	366,808	402,870	435,539	436,790	473,902	507,335	545,505	584,247	384,384	413,287	450,046	478,545	516,283	520,176	553,248	592,107	493,379	525,643	517,739	546,564	559,708	598,664	638,204	
Reserve Fund Contributions	8,250	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	30,560	
% Change		270.42%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
Special Assessment		166,983																														
Reserve Fund Interest Income	1.50%	682	768	3,589	3,629	4,014	4,533	4,584	4,969	5,502	6,043	6,533	6,552	7,109	7,610	8,183	8,764	5,766	6,199	6,751	7,178	7,744	7,803	8,299	8,882	7,401	7,885	7,766	8,198	8,396	8,980	9,573
Total Cash Resources	54,373	249,537	273,436	276,106	302,173	337,265	340,730	366,808	402,870	439,473	472,632	473,902	511,571	545,505	584,247	623,571	420,710	450,046	487,357	516,283	554,587	558,539	592,107	631,548	531,340	564,088	556,065	585,322	598,664	638,204	678,337	
RESERVE FUND EXPENDITURES																																
1. Exterior Siding and Trim	60,000	10,250	21,013													173,796																
2. Window Assemblies	12,000																							61,761								
3. Soffits	16,000															46,346																
4. Patio Doors	9,874																							50,821								
5. Suite and Service Doors	8,679			2,423																	29,495											
6. Exterior Painting, Sealant, and Caulking	14,000					31,679																									58,732	
7. Roof Surfaces	5,778		10,506													14,483												19,478			20,976	
8. Eaves Troughs and Downspouts	1,160																						25,587									
9. Electrical Distribution Systems	3,000			2,692															3,899													
10. Plumbing Systems	9,600																															
11. Walkways and Paved Areas	57,200						5,798										7,423										9,501				149,976	
12. Site Services	9,600											3,840									4,916										6,293	
13. Miscellaneous Site Improvements	12,000											32,002														46,349						
14. Certified Reserve Fund Consultant	-	3,150		3,392			3,653			3,934			4,236			4,562			4,913		5,291			5,697			6,136				6,607	
TOTAL EXPENDITURES	3,150	10,250	31,519	8,507	0	31,679	9,451	0	0	3,934	35,842	0	4,236	0	0	239,187	7,423	0	8,812	0	34,411	5,291	0	138,169	5,697	46,349	9,501	25,614	0	0	242,584	
CLOSING BALANCE	51,223	239,287	241,917	267,599	302,173	305,586	331,279	366,808	402,870	435,539	436,790	473,902	507,335	545,505	584,247	384,384	413,287	450,046	478,545	516,283	520,176	553,248	592,107	493,379	525,643	517,739	546,564	559,708	598,664	638,204	435,753	
DEFICIENCY ANALYSIS																																
Ideal Reserve Balance	218,891	215,741	239,287	241,917	267,599	302,173	305,586	331,279	366,808	402,870	435,540	436,791	473,902	507,335	545,505	584,248	384,384	413,287	450,046	478,545	516,283	520,177	553,248	592,107	493,380	525,643	517,739	546,564	559,708	598,664	638,204	435,753
Difference (Closing Balance - Ideal Reserve Balance)	-164,518	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Schedule 'C' – Model 3 – 'Baseline Funding Contribution' 30 Year Reserve Fund Cash Flow Projection and Deficiency Analysis

Model 3 - Adequate Funding Model																																
30 Year Projection	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year	Year											
Fiscal Year	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		
OPENING BALANCE	45,441	51,223	50,816	30,042	32,966	45,540	27,831	33,080	48,931	66,171	80,974	65,421	86,431	104,522	128,171	153,279	25,736	44,261	71,765	92,212	123,187	121,694	150,076	184,971	83,037	112,882	103,380	131,462	144,753	184,781	226,356	
Reserve Fund Contributions	8,250	9,075	9,983	10,981	12,079	13,287	14,283	15,354	16,506	17,744	19,075	20,029	21,030	22,081	23,186	24,345	25,562	26,840	28,182	29,591	31,071	31,848	32,644	33,460	34,296	35,154	36,033	36,933	37,857	38,803	39,773	
% Change		10.00%	10.00%	10.00%	10.00%	10.00%	7.50%	7.50%	7.50%	7.50%	7.50%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	
Special Assessment																85,000																
Reserve Fund Interest Income	1.50%	682	768	762	451	494	683	417	496	734	993	1,215	981	1,296	1,568	1,923	2,299	386	664	1,076	1,383	1,848	1,825	2,251	2,775	1,246	1,693	1,551	1,972	2,171	2,772	3,395
Total Cash Resources	54,373	61,066	61,561	41,473	45,540	59,510	42,531	48,931	66,171	84,908	101,263	86,431	108,758	128,171	153,279	264,923	51,684	71,765	101,024	123,187	156,105	155,367	184,971	221,206	118,579	149,729	140,963	170,367	184,781	226,356	269,525	
RESERVE FUND EXPENDITURES																																
1. Exterior Siding and Trim	60,000	10,250	21,013													173,796																
2. Window Assemblies	12,000																							61,761								
3. Soffits	16,000															46,346																
4. Patio Doors	9,874																							50,821								
5. Suite and Service Doors	8,679			2,423																		29,495										
6. Exterior Painting, Sealant, and Caulking	14,000					31,679																										58,732
7. Roof Surfaces	5,778		10,506													14,483												19,478				20,976
8. Eaves Troughs and Downspouts	1,160																							25,587								
9. Electrical Distribution Systems	3,000			2,692																3,899												
10. Plumbing Systems	9,600																															
11. Walkways and Paved Areas	57,200							5,798										7,423									9,501					149,976
12. Site Services	9,600											3,840										4,916										6,293
13. Miscellaneous Site Improvements	12,000											32,002															46,349					
14. Certified Reserve Fund Consultant	-	3,150		3,392			3,653			3,934			4,236			4,562			4,913			5,291			5,697		6,136				6,607	
TOTAL EXPENDITURES	3,150	10,250	31,519	8,507	0	31,679	9,451	0	0	3,934	35,842	0	4,236	0	0	239,187	7,423	0	8,812	0	34,411	5,291	0	138,169	5,697	46,349	9,501	25,614	0	0	242,584	
CLOSING BALANCE	51,223	50,816	30,042	32,966	45,540	27,831	33,080	48,931	66,171	80,974	65,421	86,431	104,522	128,171	153,279	25,736	44,261	71,765	92,212	123,187	121,694	150,076	184,971	83,037	112,882	103,380	131,462	144,753	184,781	226,356	26,941	
DEFICIENCY ANALYSIS																																
Ideal Reserve Balance	218,891	215,741	239,287	241,917	267,599	302,173	305,586	331,279	366,808	402,870	435,540	436,791	473,902	507,335	545,505	584,248	384,384	413,287	450,046	478,545	516,283	520,177	553,248	592,107	493,380	525,643	517,739	546,564	559,708	598,664	638,204	435,753
Difference (Closing Balance- Ideal Reserve Balance)	-164,518	-188,471	-211,875	-234,632	-256,633	-277,756	-298,199	-317,877	-336,699	-354,566	-371,369	-387,471	-402,813	-417,334	-430,969	-358,648	-369,026	-378,281	-386,333	-393,097	-398,482	-403,172	-407,136	-410,343	-412,762	-414,359	-415,102	-414,955	-413,883	-411,848	-408,812	

7.3 Future Reserve Fund Management

Strata Property Act Amended, 2009 (amended 2009)

The Act provides that the Strata Council are obliged to contribute to a plan for future funding of the reserve fund, however they are not bound by the recommendations of the reserve fund planner, to wit:

Contributions to contingency reserve fund:

- 6.1 For the purposes of section 93 of the Act, the amount of the annual contribution to the contingency reserve fund for a fiscal year, other than the fiscal year following the first annual general meeting, must be determined as follows:
- (a) if the amount of money in the contingency reserve fund at the end of any fiscal year after the first annual general meeting is less than 25% of the total amount budgeted for the contribution to the operating fund for the fiscal year that has just ended, the annual contribution to the contingency reserve fund for the current fiscal year must be at least the lesser of
 - (i) 10% of the total amount budgeted for the contribution to the operating fund for the current fiscal year, and
 - (ii) the amount required to bring the contingency reserve fund to at least 25% of the total amount budgeted for the contribution to the operating fund for the current fiscal year;
 - (b) if the amount of money in the contingency reserve fund at the end of any fiscal year after the first annual general meeting is equal to or greater than 25% of the total amount budgeted for the contribution to the operating fund for the fiscal year that has just ended, additional contributions to the contingency reserve fund may be made as part of the annual budget approval process after consideration of the depreciation report, if any, obtained under section 94 of the Act.

[en. B.C. Reg. 238/2011, Sch. 1, s. 2.]

This means that the Strata Council may vary the recommended funding. In the subject instance, instead of increasing contingency reserve fund contributions, the Council may levy a special assessment or several assessments to pay for the expenditures from the contingency reserve fund.

Projected Reserve Fund Expenditures

The proposed contingency reserve fund expenditures in the 30 Year Cash Flow Projection are mere guides in terms of timing, based on the remaining life span analysis.

Contingency reserve fund expenditures should readily be varied to conform to actual management and maintenance plans, and therefore, they should not be dogmatically interpreted.

In essence, contingency reserve fund expenditures are the responsibility of management, and any targeted expenditures guidelines only.

8.0 Recommendations

Wm. S. Jackson & Associates Ltd. recommendations, set out below and detailed in this report, will assist the corporation to achieve and maintain an adequate reserve fund. In our opinion, the current reserve fund balance, recommended annual contributions and earned investment income will adequately fund immediate and future depreciation fund expenditures.

- 1. The corporation should prepare and implement a long-term reserve fund strategy as detailed herein.**
- 2. Major repairs and replacements should be recorded in, and funded from, a reserve fund account.**
- 3. The reserve fund contributions of \$8,250.00 per annum in 2016-2017 should be increased to cover the anticipated expenses of the strata in the coming years.**

Three models are provided herein which provide alternatives to the funding requirements of the Strata.

- 4. The reserve fund should be maximally invested in a mixture of financial instruments including guaranteed securities, yielding at least 1.5% per annum.**
- 5. The corporation should make such expenditures, as necessary to maintain the property in optimum condition.**
- 6. The depreciation report should be reviewed by the corporation every year to ensure that the underlying assumptions are still valid and that the estimates remain current.**
- 7. The corporation should update the Depreciation Report every three (3) years.**

9.0 Qualifications of the Reserve Planner

Daniel H. Wilson, B.Comm., RI, AACI (Fellow), CRP

Professional Experience

President/Owner
Wm. S. Jackson & Associates Ltd.
Valuation and Consulting
March 2000 to Present

Real Estate Appraiser and Consultant
Wm. S. Jackson & Associates Ltd.
December 1994 to March 2000

Educational Background and Training

Accredited Appraiser of the Appraisal Institute of Canada
AACI Designation
Awarded 'Fellow' June 2014
Certificate #3514

Royal Institute of Chartered Surveyors
MRICS Designation (2010 to 2014)
Certificate #1295679

Professional Member, Real Estate Institute of British Columbia
R.I. (B.C.) Designation
Certificate #4183

Real Estate Institute of Canada (REIC)
CRP (Certified Reserve Planner) Designation

Bachelor of Commerce - Urban Land Economics Major
University of British Columbia, 1993

Volunteer Experience

President, Appraisal Institute of Canada
June 2013 to June 2014

Director, Vice President and President Elect, Appraisal Institute of Canada
June 2004 to June 2013

President, BC Association, Appraisal Institute of Canada
September 2007 to 2009

Director, Vice President, BC Association, Appraisal Institute of Canada
June 2004 to September 2007

Completed Assignments for:

City of Courtenay	Town of Comox	Village of Cumberland
City of Campbell River	Comox-Strathcona Regional District	
District of Powell River	Nanaimo Regional District	

CIBC	Royal Bank	Scotiabank
TD Canada Trust	Vancity Savings	Coast Capital Savings
BMO	Coastal Community Credit Union	
Canadian Western Bank	Various Private Lenders	

Komox First Nations	Namgis First Nations	Tlowtsis First Nations
Comox Indian Band		

Public Works and Government Services Canada
 Ministry of Environment Land and Parks
 Ministry of Transportation and Highways
 BC Buildings Corporation
 Fortis BC
 BC Hydro
 Telus
 Petrocanada

Various Stratas and Professional Property Management Firms

Crown Isle Golf Course & Residential Community
 Various developers and investors

Appraisal Institute of Canada Certification

The Appraisal Institute of Canada has a Mandatory Recertification Program for designated members. As of the date of this report, I have fulfilled the requirements of the program.

ADDENDA

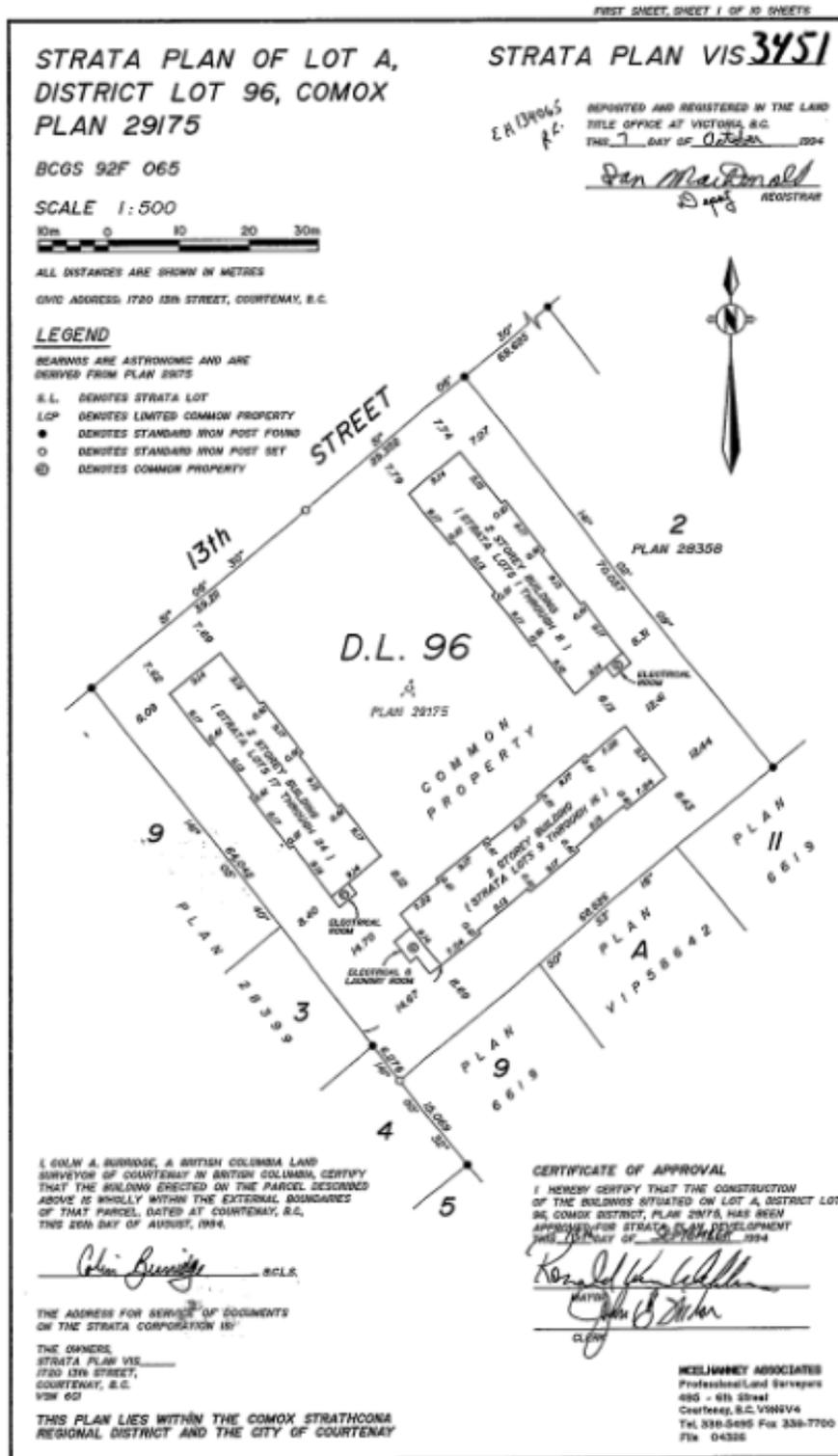
Reserve Fund Definitions and Concepts
Copy of Strata Plans

Reserve Fund Definitions and Concepts

In estimating reserves required for maintaining the building components and improvements at desired standards and conditions, the planner must quantify the various reserve components, estimate replacement costs and complex cost estimates in accordance with anticipated life spans. Therefore, it is essential that the reader clearly understand the terminology and methodology.

Reserve Component or Item:	Identification and description of the building component or improvement.
Replacement/Repair Cost:	The estimated cost of repairing or replacing a building component at current prices including the cost of demolition and disposal.
Expected or Normal Life Span:	The estimated life expectancy (years) of a reserve component under normal conditions.
Actual Age:	The chronological age (years) of the building components.
Effective Age:	The observed condition estimate of building components and improvements, not necessarily the actual age, expressed in years.
Remaining Life Span:	The difference between the expected or normal life span and the effective age of the reserve component.
Projected Inflation:	An estimate of the long-term inflation factor, used in projecting future cost estimates.
Projected Inflation Rate:	An average long-term inflation rate, used in calculating interest earned from the investment of reserve funds.
Current Replacement/Repair Costs:	The estimated costs of replacing or repairing reserve components at current prices.
Future Replacement/Repair Costs:	The estimated costs of replacing/repairing reserve components at future prices, at the estimated time of replacement for that component. It must be recognized that the future costs and depreciation estimates for items will not occur simultaneously. Each future replacement cost will occur at different times for different items; thus, the total future costs do not represent costs all at one time.
Quantity Survey:	This is the unit quantity of the reserve component within the complex.
Unit Cost Estimate:	This is the current replacement cost estimate of the reserve component on a per unit basis.
Deficiency Analysis:	This is a brief description of any observed condition, which requires remedial action.

COPY OF STRATA PLANS



SECOND SHEET, SHEET 2 OF 10 SHEETS

STRATA PLAN VIS **3451**
CONDOMINIUM ACT

LOT NO.	SHEET NO.	FORM 1	FORM 2	FORM 3
		SCHEDULE OF UNIT ENTITLEMENT	SCHEDULE OF INTEREST UPON DESTRUCTION	SCHEDULE OF VOTING RIGHTS
1	3, 6	84	82	
2	3, 6	85	82	
3	3, 6	85	82	
4	3, 6	85	82	
5	3, 6	85	82	
6	3, 6	85	82	
7	3, 6	85	82	
8	3, 6	84	82	
9	4, 7	100	95	
10	4, 7	84	82	
11	4, 7	85	82	
12	4, 7	84	82	
13	4, 7	85	82	
14	4, 7	85	82	
15	4, 7	84	82	
16	4, 7	100	95	
17	5, 8	84	82	
18	5, 8	85	82	
19	5, 8	85	82	
20	5, 8	85	82	
21	5, 8	85	82	
22	5, 8	85	82	
23	5, 8	85	82	
24	5, 8	84	82	
AGGREGATE		208	196	

OWNER: Vivian Geyel
VIVIAN HELENA GEYEL

MORTGAGEE: CIBC MORTGAGE CORPORATION
Kingsley H. Smith
AUTHORIZED SIGNATORY
KINGSLEY H. SMITH
AUTHORIZED SIGNATORY

WITNESS: [Signature]
H. HUBERS
BARRISTER & SOLICITOR
145 10TH STREET
COURTENAY, B.C.
V9N 1Y5 (250-338) 2
LAW CORPORATION

WITNESS: [Signature]
GEOFF LANGRILL
ADDRESS: 400 Burrard St., Vancouver
OCCUPATION: Mortgage Underwriter

STATUTORY DECLARATION
I, THE UNDERSIGNED DO SOLEMNLY DECLARE THAT
(1) I, THE UNDERSIGNED AM THE ONLY AUTHORIZED AGENT OF THE OWNER DEVELOPER.
(2) THE STRATA PLAN IS ENTIRELY FOR RESIDENTIAL USE.
I MAKE THIS SOLEMN DECLARATION CONSCIENTIOUSLY BELIEVING IT TO BE TRUE AND KNOWING THAT IT IS OF THE SAME FORCE AND EFFECT AS IF MADE UNDER OATH.

Vivian Geyel
DECLARED BEFORE ME AT Courtenay
IN THE PROVINCE OF BRITISH COLUMBIA
THIS 14 DAY OF SEP. 1994
H. HUBERS
BARRISTER & SOLICITOR
145 10TH STREET
COURTENAY, B.C.
V9N 1Y5 (250-338) 2
LAW CORPORATION

ACCEPTED AS FORMS 1 AND 2
[Signature]
SIGNED THIS 20th DAY OF SEPTEMBER 1994

DATE: AUGUST 20th 1994
[Signature] S.C.S.

FILE 04326

SHEET 3 OF 10 SHEETS

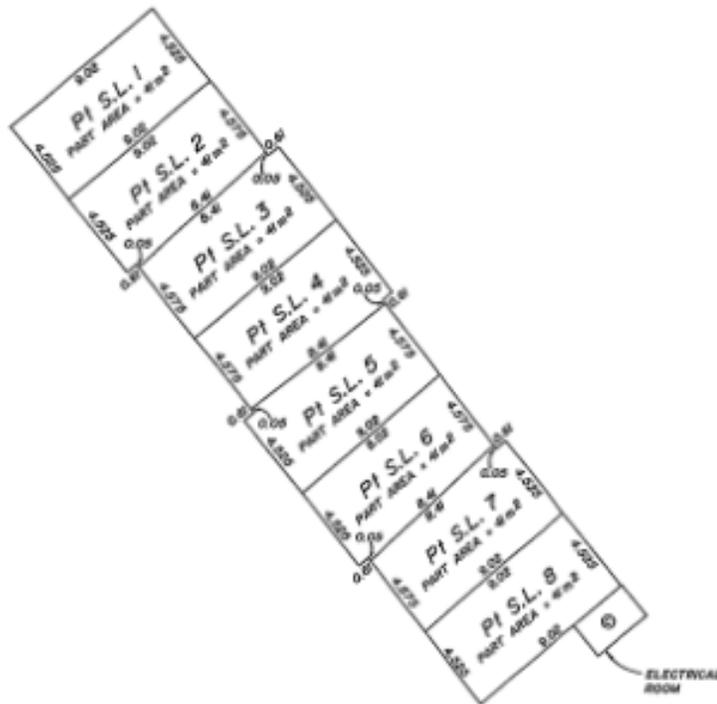
GROUND FLOOR, STRATA
LOTS 1 THROUGH 8 AND
COMMON PROPERTY

STRATA PLAN VIS **3451**

SCALE 1:200



ALL DISTANCES ARE SHOWN IN METRES



06-XS-204-R34.66,67

DATE AUGUST 2015 1994

Colin Swindge S.C.S.

FILE 04300

SHEET 4 OF 10 SHEETS

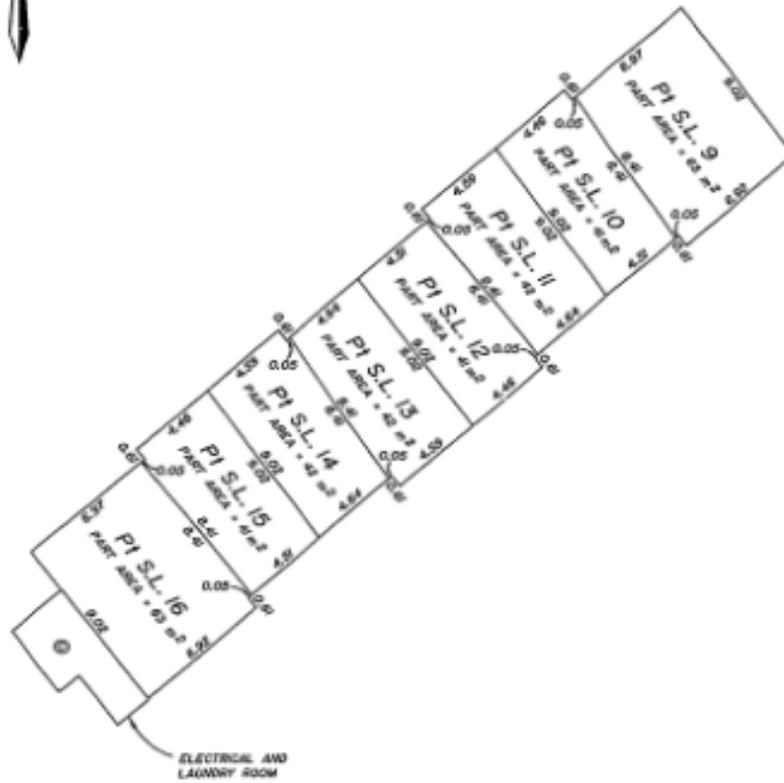
GROUND FLOOR, STRATA
LOTS 9 THROUGH 16 AND
COMMON PROPERTY

STRATA PLAN VIS **3451**

SCALE 1:200



ALL DISTANCES ARE SHOWN IN METRES



DATE AUGUST 2016 1994

Colin Guinigo S.C.L.S.

FILE 04326

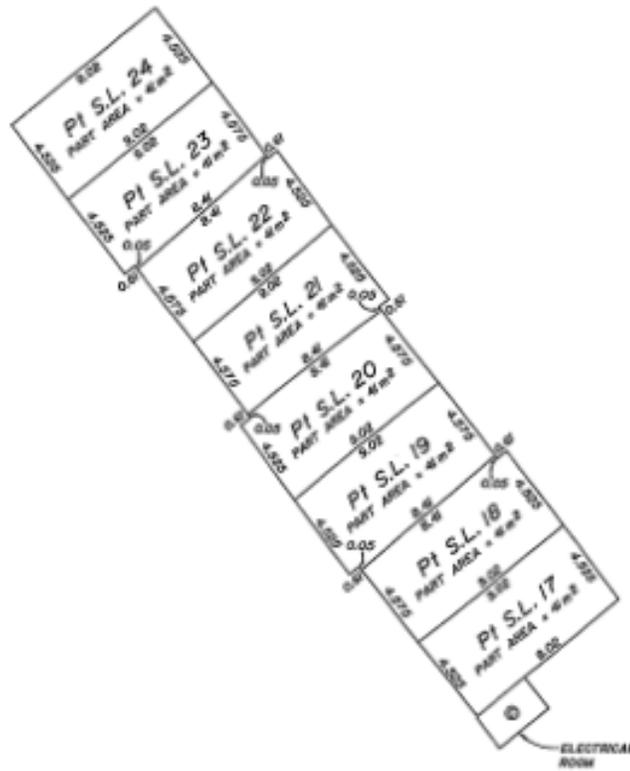
**GROUND FLOOR, STRATA
LOTS 17 THROUGH 24 AND
COMMON PROPERTY**

STRATA PLAN VIS 3451

SCALE 1:200



ALL DISTANCES ARE SHOWN IN METRES



DATE AUGUST 2015 2014

Oliver Grunidge O.C.L.S.

SHEET 6 OF 10 SHEETS

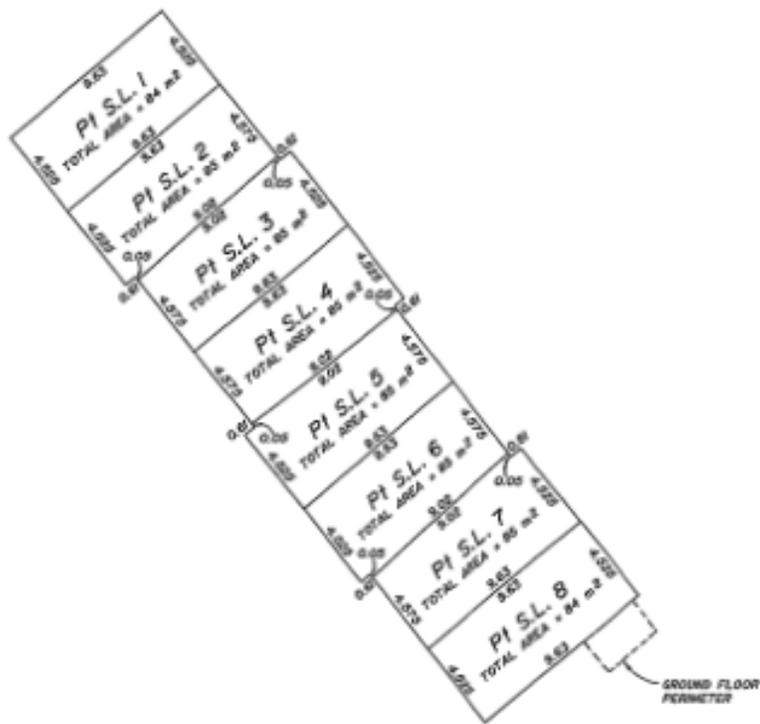
UPPER FLOOR, STRATA
LOTS 1 THROUGH 8

STRATA PLAN VIS **3451**

SCALE 1:200



ALL DISTANCES ARE SHOWN IN METRES



DATE AUGUST 2013 1904

John Gaudin B.C.L.S.

FILE 04326

SHEET 7 OF 10 SHEETS

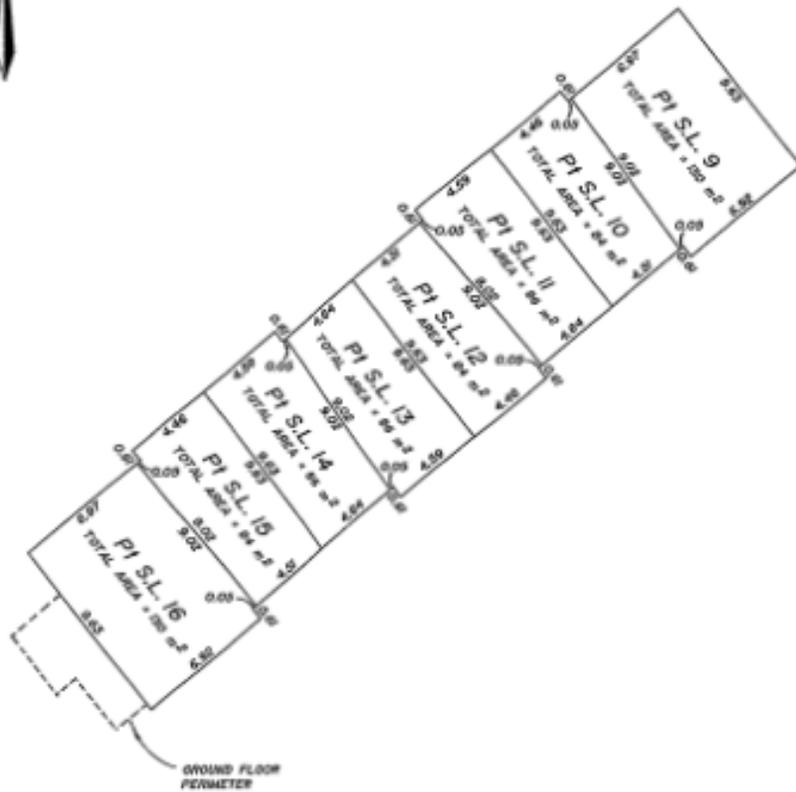
UPPER FLOOR, STRATA
LOTS 9 THROUGH 16

STRATA PLAN VIS **3451**

SCALE 1:200



ALL DISTANCES ARE GIVEN IN METRES



DATE AUGUST 20th 1994

Oliver Burridge R.C.L.S.

FILE 04336

SHEET 8 OF 10 SHEETS

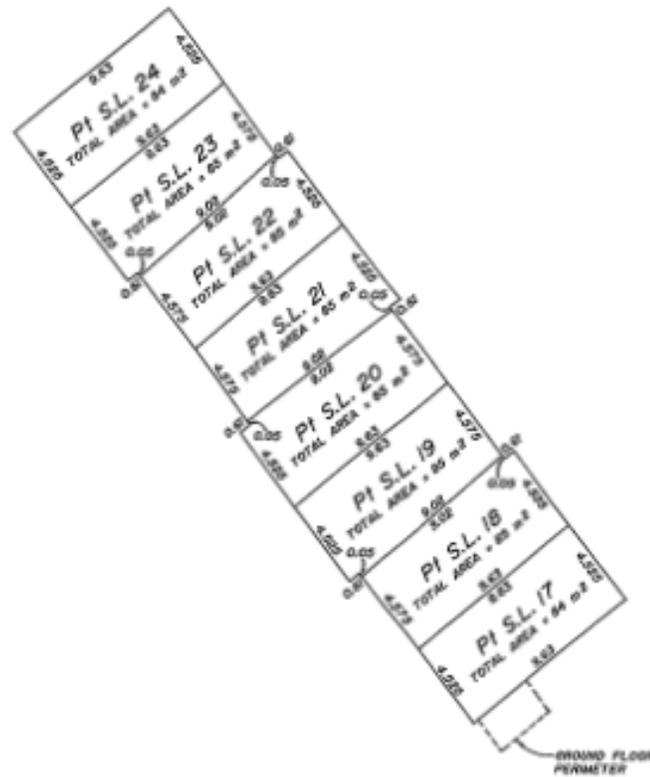
UPPER FLOOR, STRATA
LOTS 17 THROUGH 24

STRATA PLAN VIS 3451

SCALE 1:200



ALL DISTANCES ARE SHOWN IN METRES



DATE AUGUST 2015 1094

Colin G... R.C.L.S.

FILE 04526

