



**COLDWELL BANKER**  
**HORIZON REALTY**

PROPERTY / STRATA MANAGEMENT  
14-1470 HARVEY AVENUE  
KELOWNA, B.C. V1Y 9K8  
RESIDENTIAL: (250) 860-1411  
COMMERCIAL: (250) 860-1420  
FAX: (250) 860-9521  
propmgmt@kelownarealestate.com  
www.okanaganpropertymanagement.com

**ARIA Apartment Homeowners Corporation**  
**ANNUAL GENERAL MEETING**  
**NOTICE TO SHARE HOLDERS**

**LOCATION:** West Kelowna Yacht Club  
4111 Gellatly Road  
West Kelowna, BC.  
V4T 2K2

**DATE:** June 3rd, 2026

**REGISTRATION BEGINS:** at 5:00pm.

**MEETING START TIME:** at 5:30pm.

1. **PURPOSE:** To review the operation of the Corporation over the past year. To adopt the 2026/2027 operating budget, to approve any  $\frac{3}{4}$  Vote and Majority Vote Resolutions and to elect a Board of Directors for the fiscal year of 2026/2027.
2. **QUORUM:** In order to conduct business at this Annual General Meeting, at least thirty-three per cent (33%) of the persons entitled to vote must be present in person or by proxy. If at the time appointed for a general meeting, a quorum is not present the meeting shall stand adjourned for a period of 10 minutes whereupon the adjourned meeting shall be reconvened at the same place and those persons present in person or by proxy and eligible to vote, at any subsequent point of the meeting shall constitute a quorum.
3. **VOTING:** Each household is entitled to one (1) vote.
4.  **$\frac{3}{4}$  VOTE RESOLUTION:** “**3/4 Vote**” means a  $\frac{3}{4}$  vote in favor of a resolution by at least  $\frac{3}{4}$  of the votes cast by eligible voters present in person or by proxy at a general meeting who have not abstained from voting.
5. **MAJORITY VOTE RESOLUTION:** “**Majority Vote**” means a vote in favor of a resolution by more than  $\frac{1}{2}$  of the votes cast by eligible voters who are present in person or by proxy at the time the vote is taken at a general meeting and who has not abstained from voting.

6. **PROXY**: If you are unable to attend the meeting, please complete, sign, and return the enclosed proxy form. Proxies must be presented at registration prior to the commencement of the meeting. An instrument appointing a proxy shall be in writing under the hand of his appointee or attorney, the person appointed as a proxy need not be an Owner.

**Distribution: On or before May 14th, 2026.**

## Agenda

1. **Certify proxies & establish a quorum.**
2. **Elect a chairperson, if necessary.**
3. **Record proof of notice of meeting.**
4. **Approve the Agenda.**
5. **Approval of the minutes to the AGM June 26, 2026 (as attached).**
6. **Ratify any new rules (Majority Vote) There are no new rules.**
7. **Reports:**
  - a. **President's Report (Provided prior to the meeting).**
  - b. **Treasurer's Report (Provided prior to the meeting).**
  - c. **Review of financials to March 31, 2026 (as attached).**
  - d. **Report on Insurance Coverage (as attached). Owners are reminded that they are responsible to insure for any betterments or upgrades to their unit and be sure your personal policy covers the strata deductible in the event of a loss.**
8. **Approve the budget for the 2026/2027 fiscal year. (Majority Vote) (as attached).** The Board is proposing that \$5,900 of the surplus go toward operating costs to help offset strata fees with the remainder to be allocated to the contributions to the contingency reserve fund, further offsetting fees. There will be a slight increase from last year.
9. **New business:**
  - a. **RESOLUTION #1 – (Majority Vote) CRF Expense: Depreciation Report**

**RATIONALE:** Effective July 1<sup>st</sup>, 2024, the provincial government strengthened the requirements to make depreciation reports mandatory. These reports must be updated every five years. Aria Apartments is required to obtain the report in 2026. (See Appendix A)

**BE IT RESOLVED BY Majority Vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** spend up to \$5,500 plus tax and 10% contingency from the contingency reserve fund for the purpose of acquiring a depreciation report as required by law. Any unused funds will remain in the CRF.

**b. RESOLUTION #2- (¾ Vote): Bylaw Amendment Smoking**

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** wish to amend their bylaws as follows:

**Part 3. Conduct and Use of Property**

**Division 3. Use of Property**

**(Repeal Current):**

24. Smoking is only permitted in designated smoking areas as determined by the board of directors. Otherwise, smoking or use of an e-cigarette or vaporizer is not permitted within any Lot, anywhere within enclosed or partially enclosed portions of common property, including limited common property, within structures which are entirely comprised of common property, within 6 meters (or such greater distance as required by law) of window, door or air intake other than a window, door or air intake serving only the strata lot occupied by the smoker. Smoking is not permitted within any vehicle(s) owned or obtained by the Aria Apartments Homeowners Corporation as a common asset. For greater clarity, under this bylaw:

**(Replace with):**

24. The ARIA buildings and common property are all NON-SMOKING areas as determined by the board of directors. Smoking (includes e-cigarette or vaporizer) is only permitted in the designated smoking area - the designated Gazebo. Smoking is not permitted within any vehicle(s) owned or obtained by the Aria.

**c. RESOLUTION #3 – (¾ Vote) Bylaw Amendment Parking**

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** wish to amend their bylaws as follows:

**Part 6. Common Facilities**

**Division 1. Vehicles, Roads and Parking**

**57. Vehicles and Roads Generally**

**(Repeal Current):**

(5) Vehicles within the registration plan must not be permitted to leak fluids such as fuel, oil or antifreeze, or produce unreasonable exhaust smoke or pollution.

**(Replace With):**

(5) Vehicles within the registration plan must not be permitted to leak fluids such as fuel, oil or antifreeze, sustain flat tires, be a long term storage location for vehicles (longer than 6 months without Board approval), appear abandoned, or produce unreasonable exhaust smoke or pollution. Due to the high risk of damage to the membrane and concrete surface of the underground parking garage, vehicles equipped with studded tires are prohibited from entering or parking in the underground parkade at any time. Any owner, tenant, or visitor who causes damage to the parkade membrane or surface coating due to studded tires will be held solely responsible for the full cost of repairs, including professional repairs to the waterproof membrane.

## **59. Parking Assignments**

### **(Repeal 6 c):**

#### (6) Visitors' Vehicles:

- a. Visitors' vehicles must be parked in a designated visitor parking area (if any), and otherwise must park outside the bounds of the registration plan;
- b. All visitors' vehicles must prominently display a visitor parking pass;
- c. It is the responsibility of owners, tenants and occupants to ensure that their visitors' vehicles parked in any visitor parking area overnight have the written permission of the Homeowners Corporation; this includes but is not limited to a valid visitors parking pass which allows 48 hours of consecutive parking for a visitor. If more that 48 hours is required the resident of the unit must request an extended 5 day parking pass from the Homeowners Corporation. Under extenuating circumstances parking beyond 5 days is granted only at the discretion of the Homeowners Corporation. Failure to display a valid parking pass in a vehicle parked in visitor parking will result in the vehicle being towed, and;

### **(Replace with):**

- c. It is the responsibility of owners, tenants and occupants to ensure that any visitor vehicle parked in visitor parking displays a valid visitor parking pass. A visitor parking pass permits a maximum of 48 consecutive hours of parking. Visitor parking is intended for short-term guest use only and may not be used for resident or long-term parking. If more that 48 hours is required the resident of the unit must request an extended 5 day parking pass from the Homeowners Corporation. Under extenuating circumstances parking beyond 5 days is granted only at the discretion of the Homeowners Corporation. Failure to display a valid parking pass in a vehicle parked in visitor parking will result in the vehicle being towed, and;

d. **RESOLUTION #4 – (¾ Vote) Bylaw Amendment Affixing, Planting or Placing items within Common areas**

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** wish to amend their bylaws as follows:

**Part 7. Repair, Maintenance and Alterations**

**Division 2. Affixing, Planting or Placing items within Common areas**

**(Repeal 65 & 66):**

65. Anything affixed to the exterior of a building, or to common areas or exclusive use areas constitutes an alteration, subject to the alteration bylaws herein; except for signage or holiday lights placed in strict accordance with these bylaws.

66. Holiday lights and decorations are permitted within exclusive use areas or in a unit such that they are displayed to the unit exterior; only on the following conditions:

(1) All such items must be reasonably subdued and maintained in safe and orderly condition.

(2) No moving or audible components are permitted.

(3) Any lighting elements must be turned off by 11:00 p.m. and remain off until 7:00 a.m. each day.

(4) Such items may not be placed more than four weeks before the holiday to which they relate, and must be removed no later than four weeks after the holiday to which they relate. Placement and removal of items must be performed reasonably within these parameters, weather permitting.

(5) Such items may only be attached temporarily using cable ties or similar removable materials, and may not be permanently affixed. No portion of the property may be damaged by placement or removal.

(6) Any such items must be removed or modified within twenty four hours of a request by the Board of Directors, if the Board of Directors finds that they have been placed in contravention of this bylaw.

**(Replace with):**

65. Anything affixed to the exterior of a building, or to common areas or exclusive use areas constitutes an alteration, subject to the alteration bylaws herein; except for signage or decorative lights placed in strict accordance with these bylaws.

66. White Decorative lights, white string lighting, solar/laser lights and decorations are permitted within exclusive use areas throughout the year or in a unit such that they are displayed to the unit exterior including colour decorative lights/string lighting for ethnic holidays and cultural observances; only on the following conditions:

(4) is removed.

e. **RESOLUTION #5 – (¾ Vote) Bylaw Amendment Move In and Out**

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** wish to amend their bylaws as follows:

**Part 4. Conveyance and Occupancy**

**Division 4. Moving and Changes of Occupancy**

**(Current):**

**54. Fees for Move in or Move out**

(1) The following user fees must be paid to the Homeowners Corporation for the use of the common property for the movement of furnishings and personal effects related to a change in occupancy or residency:

- a. A \$200.00 non-refundable fee must be paid at the time of move-in; (Approved at the AGM of July 6, 2023)
- d. Elevator doors may not be kept open, except with the use of the elevator service key;

**(Add):**

- 1. All moves regardless of being on the ground floor (in or out) must be authorized using the appropriate form on the ARIA website no less than two days prior to the move. Any unauthorized moves/use of the elevator will result in a \$200 fine in addition to the \$200 fee for move in/move out.
  - a. An additional fee of \$40.00 per hour or part thereof will be charged for any move that exceeds four hours;
  - b. An additional fee of \$75.00 is to be paid for each additional day of moving after the first day; and
  - c. An additional fee of \$75.00 is to be paid for moves occurring on Sundays and/or Holidays.
- (2) In addition, such use must be subject to the following conditions:
  - d. Elevator doors may not be kept open, except with the use of the elevator service key; See 54 (1) re fee if this is not followed.

f. **RESOLUTION #6 – (¾ Vote) CRF Expense: Elevator Hydraulic Oil**

**RATIONALE:** The hydraulic oil in the building's elevator system degrades over time due to heat, moisture, and contamination, which can compromise performance and safety. Degraded oil may cause erratic operation, increased wear on critical components, and reduced system efficiency.

The Board is proposing that \$16,142 plus tax be used from the contingency reserve fund to properly maintain the corporations' assets. (See Appendix B)

**BE IT RESOLVED BY  $\frac{3}{4}$  vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** spend up to \$16,142 plus tax and 10% contingency from the contingency reserve fund to have the elevator hydraulic oil replaced in all three buildings. Any unused funds will remain in the CRF.

**g. RESOLUTION #7 – ( $\frac{3}{4}$  Vote) CRF Expense: Electrical Planning Report (ERP)**

**RATIONALE:** Effective December 6<sup>th</sup>, 2023, Corporations were required to obtain an Electrical Planning Report no later than December 31<sup>st</sup>, 2028, for the Okanagan Region. The purpose of an EPR is to help strata corporations to understand their current electrical capacity and meet new demands for electricity including electric vehicle (EV) charging and heat pumps. An EPR also helps the strata corporation to manage within existing electrical capacity and avoid costly upgrades to obtain more electricity. The EPR will provide the Corporation with:

- the current capacity of the strata corporation's electrical system
- a list of existing demands on the electrical system
- an estimate of peak electrical demand and spare electrical capacity
- an estimate of the electrical capacity needed to support future demands, such as electric vehicle (EV) charging and heat pumps, and
- recommendations for demand management and reducing demand. For example, freeing up electrical capacity by installing LED lighting; as LED lighting is significantly more energy efficient than equivalent incandescent or fluorescent lighting.

The cost of an electrical planning report for all three buildings is \$11,812.50. (See Appendix C)

**BE IT RESOLVED BY  $\frac{3}{4}$  vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** spend up to \$11,812.50 plus tax and 10% contingency from the contingency reserve fund for the purpose of acquiring an electrical planning report as required by law. Any unused funds will remain in the CRF.

**h. RESOLUTION #8– ( $\frac{3}{4}$  Vote) CRF Expense: Additional Cameras to Cover Blind spots**

**RATIONALE:** Several areas of the property currently have limited visibility, creating blind spots that reduce the effectiveness of existing surveillance. Installing additional cameras in these locations will improve coverage, support proactive safety measures, and assist in documenting incidents when they occur. Enhanced visibility also acts as a deterrent, promotes responsible use of common areas, and supports the Corporation's commitment to maintaining a secure environment for all residents. (See Appendix D)

**BE IT RESOLVED BY  $\frac{3}{4}$  vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** spend up to \$4,991.70 plus tax and 10% contingency from the contingency reserve fund to install additional Cameras to cover blind areas. Any unused funds will remain in the CRF.

**i. RESOLUTION #9– ( $\frac{3}{4}$  Vote): Sale of Asset- Riding Lawn Mower**

**RATIONALE:** The riding mower is no longer used and provides no operational value while continuing to depreciate. Selling it allows the Corporation to convert an idle asset into funds for an industrial carpet cleaner—equipment that will be used regularly, reduce contractor costs, and support better upkeep of common-area flooring. This is a practical, cost-effective reallocation of resources. The approximate expected value of the mower is \$ 3,000- \$4,500.

**BE IT RESOLVED BY  $\frac{3}{4}$  vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** wish to list the riding lawn mower for sale with proceeds going to the industrial carpet cleaner if approved or into the operating account as a revenue to land and lot.

**j. RESOLUTION #10– ( $\frac{3}{4}$  vote): Purchase of an Asset- Carpet Cleaner**

**RATIONALE:** For the following reasons the Board is proposing the purchase of a professional carpet cleaner.

Lower cost over time

Convenience

Regular light maintenance and upkeep

Useful for spot cleaning

Upon approval, any funds gathered from the sale of the ride on lawn mower will go to the purchase of the Carpet Cleaner. (*See Appendix E*)

**BE IT RESOLVED BY  $\frac{3}{4}$  vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** spend up to \$7,828.67 plus tax and 10% contingency from the contingency reserve fund to purchase an industrial carpet cleaner. Any unused funds will remain in the CRF.

**k. RESOLUTION #11– ( $\frac{3}{4}$  Vote): Stamped Concrete**

**RATIONALE:** The stamped concrete surface at B3 has reached a condition where repair is necessary to maintain both safety and asset integrity. Over time, stamped concrete is susceptible to surface deterioration, cracking, and spalling due to weather exposure, freeze–thaw cycles, and regular foot or vehicle traffic. The affected area at B3 is now showing visible

wear that, if left unaddressed, may lead to further structural degradation and higher future repair costs.

Timely repair will restore the surface profile, prevent water infiltration, and reduce the risk of trip hazards or uneven settlement. Addressing the issue now also protects adjacent building components, as deteriorated concrete can allow moisture to migrate into surrounding materials. Completing this work ensures the strata continues to meet its responsibility to maintain common property in a safe and serviceable condition, while preserving the aesthetic continuity of the stamped concrete finish throughout the property. (See Appendix F)

**BE IT RESOLVED BY  $\frac{3}{4}$  vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** spend up to \$8,457 plus tax and 10% contingency from the contingency reserve fund to complete stamped concrete repairs at B3. Any unused funds will remain in the CRF.

**I. RESOLUTION #12– ( $\frac{3}{4}$  Vote): Garage Doors**

**RATIONALE:** The existing garage doors at Buildings 2, and 3 have reached a stage where section replacement/maintenance is necessary to maintain safety, functionality, and asset integrity. Over time, the doors and their mechanical components have experienced wear consistent with age, repeated daily use, exposure to weather conditions and damage.

Replacement at this stage ensures compliance with current safety standards, reduces the likelihood of emergency repairs, and restores dependable access for all users.

Upgrading the doors also provides long-term financial benefit. Newer systems offer improved insulation, quieter operation, enhanced durability, and more efficient motors, reducing ongoing maintenance costs. Proactive replacement protects the strata’s assets, maintains the appearance and uniformity of the buildings, and ensures the corporation continues to meet its responsibility to keep common property in safe, serviceable condition. (See Appendix G)

**BE IT RESOLVED BY  $\frac{3}{4}$  vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** spend up to \$2,241 plus tax and 10% contingency from the contingency reserve fund to section replace/maintenance the garage doors at B2 and B3. Any unused funds will remain in the CRF.

**m. Resolution #13 - ( $\frac{3}{4}$  Vote) Bylaw Amendment Consent to Act as a Director**

**BE IT RESOLVED BY  $\frac{3}{4}$  vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** wish to amend their bylaws as follows:

**Part 11. Meetings and Governance**

**Division 2. Composition and Election of the Board of Directors**

**(Current)**

## 92. Officers

(1) At the first meeting of the Board of Directors after it is elected, the Board of Directors must appoint, from among its members, a president, a vice president, a secretary, a treasurer and a privacy officer. The appointments shall be determined by majority vote.

(2) A person may hold more than one office at a time, except that no person may simultaneously hold the offices of president and vice president.

(3) The vice president has the powers and duties of the president:

- a. While the president is absent or is unwilling or unable to act; or
- b. For the remainder of the president's term if the president ceases to hold office.

(4) If an officer other than the president resigns or is unwilling or unable to act in their assigned role for a period of two or more months, the Board of Directors members may appoint a replacement officer from among themselves for the remainder of the term.

### **(Proposed To Add):**

(5) Board of Directors (Strata Council) Code of Conduct. This document will be printed and signed at the start of a Director's term. Signed documents will be uploaded and filed with Aria's records.

#### 1. Purpose and Scope

The Strata Council acts on behalf of all owners to manage common property and enforce bylaws. This Code of Conduct outlines the standards of behavior expected of council members to ensure honest, transparent, and respectful governance.

#### 2. Standard of Care and Ethical Behavior

Each Council Member agrees to:

- Act in Good Faith: Act honestly and in the best interests of the entire strata corporation, not for personal gain or the interests of a specific group.
- Exercise Diligence: Act with the care, diligence, and skill of a reasonably prudent person, including attending meetings and reviewing financial/maintenance documents.
- Comply with Laws: Adhere to the *Strata Property Act*, Regulation, the Corporation's bylaws, and the *Personal Information Protection Act (PIPA)*.

#### 3. Conflict of Interest

- Disclosure: Promptly disclose any direct or indirect interest in a contract or transaction with the strata corporation (e.g., a council member's company bidding on a landscaping contract).
- Abstention: Abstain from voting on matters where a conflict of interest exists.
- Withdrawal: Leave the meeting while the conflicted matter is being discussed and voted upon.

#### 4. Confidentiality and Information

- Privacy Protection: Protect personal information of owners and residents, including telephone numbers, email addresses, and financial information.
- Confidential Matters: Keep confidential any legal advice, contract negotiations, or sensitive bylaw enforcement discussions.

- Records Access: Support an owner’s right to access records under Sections 35 and 36 of the SPA, while protecting information deemed private under PIPA.

5. Meetings and Decorum

- Respectful Dialogue: Conduct themselves in a professional manner, treating other council members, owners, residents, and managers with dignity.
- Meeting Decorum: Not interrupt others, avoid personal attacks, and stop speaking when the Chair seeks order.
- Collective Decision-Making: Accept that the council acts as a whole. While disagreements are allowed, members should support the majority vote once made, or note their dissent in the minutes.

6. Prohibited Conduct

- No Special Privileges: Not use their position to seek special treatment, such as waiving fines for themselves or family members.
- No Harassment: Not engage in bullying, harassment, or defamatory language towards owners, staff, or contractors.
- No Individual Authority: Not act on behalf of the council unless specifically authorized to do so by a council vote.

7. Internal Communication

- Respectful Dialogue: Council members shall communicate with each other in a courteous and professional manner, focusing on the business at hand rather than personal differences.
- Email Etiquette: Council business via email should be treated as a permanent, discoverable record. Avoid unprofessional, discriminatory, or inflammatory language
- Single Voice Protocol: Official communication to all owners should come from a designated member (e.g., President or Secretary) or the Property Manager to avoid contradictory messages.
- Directives in Writing: To avoid confusion, directions to the strata management company should be in writing from a designated council member.
- Respectful Interaction: All council members must treat strata managers and service providers with respect, avoiding bullying or unreasonable demands.

8. Breach of Code of Conduct

- If a council member is believed to have breached this code of conduct, the following steps will occur:
  - A review of the breach will be conducted by the remaining council members. Once a decision is agreed upon, a formal letter will be issued to said council member and kept as part of the records of the strata corporation.
  - If a council member incurs three (3) formal letters pertaining to breaching codes of conduct identified under the **Board of Directors (Strata Council) Code of Conduct**, this council member will be removed from the Board of Directors.
  - The owners will be advised accordingly.

Council members agree to uphold all items listed under the **Board of Directors (Strata Council) Code of Conduct**. Please complete and sign the section below to confirm agreement to these terms.

Council Member’s Name \_\_\_\_\_

Council Member’s Term \_\_\_\_\_

Current Date \_\_\_\_\_

Council Member’s Signature \_\_\_\_\_

**10. Discussion:**

- a) **Elevator Doors:** Owners will be provided with information on elevator door updates and future proposals for approval.
- b) **Fire Panels B1 & B2** Owners will be provided with information on the fire panel updates.

**11. Election of Board Members/nominations from the floor.**

The following owners have put their name forward for election

Karen Luniw  
Susie Farmer  
Trish Fenton  
Sue Jones  
Sandi Atkinson  
Alicia Bliskis

**Note:** Nominations will be taken from the floor during the meeting.

The Board can have up to **seven members**, and with the size and complexity of our community, it is essential that we fill as many of those positions as possible to ensure fair representation and effective management.

Serving on the board is a great opportunity to have a direct impact on how the property is maintained, how funds are managed, and how decisions are made. It's also a chance to collaborate with your neighbors, bring fresh perspectives to the table, and help shape the future of our community.

We understand that everyone has busy lives, but even a small commitment of time and energy can make a significant difference. With a full and engaged council, responsibilities can be shared more evenly, and decisions can be made more efficiently and inclusively. Please reach out to the strata manager if you would like your name put forward for election.

**12. Termination of the meeting.**



**ARIA Apartment Homeowners Corporation**  
**ANNUAL GENERAL MEETING MINUTES**

**LOCATION:** West Kelowna Yacht Club

4111 Gellatly Road

West Kelowna, BC.

V4T 2K2

**DATE:** June 26th, 2025, at 5:00pm

1. **Certify proxies & establish a quorum:** Owners were signed in and proxies were verified. At the time of the meeting there were 67 owners present in person or by proxy. The meeting was declared valid and called to order at 5:07pm.  
\*There was a minute of silence dedicated to past Board President Gail to honor her service to Aria.
2. **Elect a chairperson, if necessary:** Board President Karen Luniw was present and chaired the meeting.
3. **Record proof of notice of meeting:** The notice package was distributed on or before June 6<sup>th</sup>, 2025.
4. **Approve the Agenda:** Motion and second to add 7.b Vice President Report and change k. Resolution #11 to remove Special Levy in the title and replace with CRF Expense. **Carried by a clear majority.** Motion and second to approve the agenda as amended. **Carried by a clear majority.**
5. **Approval of the minutes to the AGM June 20, 2024 (as distributed).** It was noted that under section 10. The word rescinded should read refused. Motion and second to approve June 20, 2024, minutes as amended. **Carried by a clear majority.**
6. **Ratify any new rules (Majority Vote) (as distributed):** Motion and second to approve house rules as distributed. **Carried by a clear majority.**
7. **Reports:**
  - a. **President's Report (as distributed).**
  - b. **Vice President's Report (as distributed).**
  - c. **Treasurer's Report (as distributed).**
  - d. **Review of financials to March 31, 2025 (as distributed).**
  - e. **Report on Insurance Coverage (as distributed).** The strata manager reminded owners to be sure their own personal insurance policy covers the strata deductible in the event they are responsible for a loss and any betterments or upgrades. The stratas insurance "if triggered" will not cover any improvements. It is also in owners' best interest to investigate adequate live out coverage if there was a total loss. Most personal premiums include this option but could be inadequate if one was to be out of the home for several years.

8. **Approve the budget for the 2025/2026 fiscal year. (Majority Vote) (as distributed).** Motion and second to approve the proposed budget. **Carried by a clear majority.**
9. **New business: *The following information is applicable to resolutions #1 through #10 which propose funding through special assessment.***

*Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement. If a strata lot is sold after this special levy is approved, then the seller owes the strata corporation any payment due before the date the strata lot is conveyed, and the purchaser owes any payment due on or after the date the strata lot is conveyed.*

*Any associated or implied changes in the use or appearance of common property associated with replacing the project, pursuant to section 71 of the Strata Property Act.*

*The approvals herein also include any required approval of any temporary disruption in use or access to common property and/or the strata lot caused by the remediation work, and the Strata Council shall have authority to restrict access to portions of common property to permit work to complete safely and may post signage or authorize the erection of barricades for that purpose.*

*The Strata Council shall have authority to do anything required to give effect to the foregoing, including but not limited to: enter into any required contracts, commence the project, direct the project, issue payments and reimbursements contemplated herein, and/or direct strata management to do any of these things.*

*Owners may be required to grant access to their units to the contractors for the duration of some of the projects. Pursuant to section 108(4.1) and 108(4.2) of the Strata Property Act, the Strata Council is hereby authorized to assess interest on late payment of any special levy contribution at a rate of 10% per annum, compounded annually but assessed monthly.*

*If the amount collected by special levy exceeds the amount required, or for any other reason is not fully used for the purpose set out in this resolution, the Strata Corporation must return the money to the owners in an amount proportional to their contributions, except that if no owner is entitled to receive more than \$100.00 in total the Strata Council may deposit the excess in the Contingency Reserve Fund*

a. **RESOLUTION #1 – (¾ vote) Special Levy: Approval of Resolution #2 through #9**

*Motion and second to approve resolution #1.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation that;** to approve a special assessment due September 1, 2025, to fund resolutions #2 through #9 totaling \$417,009.19. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

*33 In Favor. 31 Opposed. 0 Abstentions. Motion Defeated. 51.56%*

**RESOLUTION #2- (¾ vote) Special Levy: HVAC Replacement B1, B2 & B3**

*Motion and second to approve resolution #2.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve a special assessment due September 1, 2025, to replace B1, B2 and B3 HVAC Systems totaling \$114,555.79. Each strata lot's share of the special levy is calculated based on the unit

entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

*60 In Favor. 5 Opposed. 0 Abstentions. Motion Carried. 92.31%*

**b. RESOLUTION #3 – (¾ vote) Special Levy: Exterior Painting**

*Motion and second to approve resolution #3.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve a special assessment due September 1, 2025, to complete specific areas of exterior painting totaling \$62,766.90. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

*55 In Favor. 11 Opposed. 0 Abstentions. Motion Carried. 83.33%*

**c. RESOLUTION #4 – (¾ vote) Special Levy: Fall 2025 and Spring 2026 Soil Care & Tree/Shrub Work**

*Motion and second to approve resolution #4.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve a special assessment due September 1, 2025, to complete Fall 2025 and Spring 2026 soil care and tree and shrub work totaling \$9,297. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

*49 In Favor. 12 Opposed. 0 Abstentions. Motion Carried. 80.33%*

**d. RESOLUTION #5 – (¾ vote) Special Levy: Gutter Repairs and Drainage Installation**

*Motion and second to approve resolution #5. .*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve a special assessment due September 1, 2025, to repair and install gutter deficiencies totaling \$28,906.50. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

*53 In Favor. 2 Opposed. 0 Abstentions. Motion Carried. 96.36%*

**e. RESOLUTION #6 – (¾ vote) Special Levy: Interior Carpet Replacement B1, B2 & B3**

*Motion and second to approve resolution #6.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve a special assessment due September 1, 2025, to replace the carpets \$157,599. Each

strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

*28 In Favor. 35 Opposed. 0 Abstentions. Motion Defeated. 44.44%*

**f. RESOLUTION #7 – (¾ vote) Special Levy: Perimeter Fence Repairs and Painting**

*Motion and second to approve resolution #7.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve a special assessment due September 1, 2025, to repair and maintain the perimeter fence totaling \$25,200. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

*40 In Favor. 26 Opposed. 0 Abstentions. Motion Defeated. 60.61%*

**g. RESOLUTION #8– (¾ vote) Special Levy: Employee Facility Installation**

*Motion and second to approve resolution #8.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve a special assessment due September 1, 2025, to install employee facilities totaling \$12,684. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

*58 In Favor. 3 Opposed. 0 Abstentions. Motion Carried. 95.08%*

**h. RESOLUTION #9– (¾ vote) Special Levy: Fountain Replacement/Repair**

*Motion and second to approve resolution #9.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve a special assessment due September 1, 2025, for the replacement or repair of the fountain totaling \$6,000. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

*36 In Favor. 32 Opposed. 0 Abstentions. Motion Defeated. 52.94%*

**i. RESOLUTION #10– (¾ vote) Special Levy: Park Upgrades**

*Motion and second to approve resolution #10.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation that;** approve a special assessment due September 1, 2025, to fund the dog park project as outlined in Appendix I totaling \$17,700. Each strata lot's share of the special levy is calculated based on the unit entitlement of each respective strata lot and the amount of each strata lot's share of the levy is set out on the attached schedule of unit entitlement.

18 In Favor. 50 Opposed. 0 Abstentions. **Motion Defeated.** 26.47%

**j. RESOLUTION #11- (¾ vote) CRF Expense: Mulch Application**

*Motion and second to approve resolution #11.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve spending \$10,347.75 from the contingency reserve fund for the purpose of mulch application throughout the property.

58 In Favor. 4 Opposed. 0 Abstentions. **Motion Carried.** 93.55%

**k. RESOLUTION #12 – (¾ vote) CRF Expense: Pacific Western Quotes 5 Year Sprinkler Inspection & Extinguishers Due for Servicing B1, B2 & B3**

*Motion and second to approve resolution #12.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve spending \$8,524.83 from the contingency reserve fund for the purpose of 5 yr sprinkler inspection and fire extinguisher servicing in all buildings.

**Motion Carried.** 100%

**l. RESOLUTION #13 – (¾ vote) CRF Expense: Drain Cleaning & Jetting B1, B2 & B3**

*Motion and second to approve resolution #13.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve spending \$29,820 from the contingency reserve fund to hydro jet all parkade plumbing and auger and or hydro jet down building stacks from top floor kitchens for all three buildings.

60 In Favor. 5 Opposed. 0 Abstentions. **Motion Carried.** 92.31%

**m. RESOLUTION #14 – (¾ vote) CRF Expense: Installation of Obsolete Fire Panels in B1 & B2**

*Motion and second to approve resolution #14. Owners requested that a second quote be obtained prior to the Board moving forward with the project.*

**BE IT RESOLVED BY ¾ vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve spending \$36,817.68 from the contingency reserve fund to replace B1 and B2 Fire Panels.

59 In Favor. 2 Opposed. 1 Abstentions. **Motion Carried.** 96.72%

**n. RESOLUTION #15 – (¾ vote) CRF Expense: Dryer Vent Cleaning Exterior Clean**

*Motion and second to approve resolution #15.*

**BE IT RESOLVED BY  $\frac{3}{4}$  vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve spending \$10,100 from the contingency reserve fund to complete exterior dryer vent cleaning at all three buildings.

*59 In Favor. 5 Opposed. 0 Abstentions. Motion Carried. 92.19%*

**o. RESOLUTION #16 – ( $\frac{3}{4}$  vote) CRF Expense: Elevator Pins**

*Motion and second to approve resolution #16.*

**BE IT RESOLVED BY  $\frac{3}{4}$  vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve spending \$3,079.65 from the contingency reserve fund to replace missing pad pins and tighten elevator rails in B2 & B3 Elevators.

*Motion Carried. 100%*

**p. RESOLUTION #17 – ( $\frac{3}{4}$  vote) CRF Expense: Aria/Two Eagles Sign**

*Motion and second to approve resolution #17.*

**BE IT RESOLVED BY  $\frac{3}{4}$  vote resolution of The Owners of the ARIA Apartment Homeowners Corporation;** approve spending \$9397.50 from the contingency reserve fund to repair the Aria/ Two Eagles sign. Any remaining funds may be used for any additional pillar repairs, if necessary, otherwise the funds will remain in the CRF for another purpose.

*43 In Favor. 23 Opposed. 0 Abstentions. Motion Defeated. 65.15%*

**10. Election of Board Members/nominations from the floor.**

The following owners have put their name forward for election

**Karen Luniw  
Joanne Kurtzke  
Susan Jones  
Susie Farmer  
Sandy Atkinson  
Trish Fenton**

Nominations were taken from the floor. There were no nominees. Motion and second to cease nominations.  
**Carried by a clear majority.**

A secret ballot was requested prior to the meeting. Two scrutineers tallied the votes. All nominees received majority approval.

**11. Termination of the meeting:** The two scrutineers motioned and seconded to terminate the meeting at 8:11pm.  
**Carried by a majority.**



**Balance Sheet**

Period = Mar 2026

Book = Accrual

**Current Balance**

**1000-0000**

**ASSETS**

**1001-0000**

**CURRENT ASSETS**

1010-1000	Petty Cash	1,000.00
1020-1000	General Bank Account	72,830.32
1025-1000	Special Levy Bank Account	1.61
1025-1001	Special Levy Bank Account 1	1,237.94
1026-1000	Special Levy Bank Account 2	153.38
1026-1003	Special Levy Bank Account 3	3,928.45
1026-1004	Special Levy Bank Account 4	454.49
1026-1005	Special Levy Bank Account 5	41,329.52
1035-1000	Contingency Reserve Fund	448,320.50
1105-0000	Fees Receivable	2,325.55
1200-0000	Prepaid Insurance	58,126.50
1299-0000	<b>TOTAL CURRENT ASSETS</b>	<b>629,708.26</b>
1899-0000	<b>TOTAL ASSETS</b>	<b>629,708.26</b>

**2000-0000**

**LIABILITIES & EQUITY**

**2001-0000**

**CURRENT LIABILITES**

2003-0000	Accrued Liabilities	4,386.00
2005-0000	Accounts Payable	27,283.79
2022-0002	Insurance Loan Due to CRF	72,024.03

**2050-0000**

**SPECIAL LEVY**

2051-0001	Special Levy Interest	1,290.43
2051-0090	Special Levy Bank Charges	-43.95
2051-0500	Special Levy 1: B1, B2 & B3 HVAC Replacement	114,555.79
2051-0501	Special Levy 1 Expenditure: B1, B2 & B3 HVAC Replacement	-114,451.84
2051-0502	Special Levy 2: Employee Facility	12,684.00
2051-0503	Special Levy 2 Expenditure: Employee Facility	-12,586.17
2051-0504	Special Levy 3: 25/26 Soil, Tree & Shrub	9,297.00
2051-0505	Special Levy 3 Expenditure: 25/26 Soil, Tree & Shrub	-5,415.75
2051-0506	Special Levy 4: Gutter & Drainage	28,906.50
2051-0507	Special Levy 4 Expenditure: Gutter & Drainage	-28,521.68
2051-0508	Special Levy 5: Exterior Painting	62,766.90
2051-0509	Special Levy 5 Expenditure: Exterior Painting	-21,968.42
2051-9999	Special Levy Fund Balance	46,512.81
2199-0000	<b>TOTAL CURRENT LIABILITIES</b>	<b>150,206.63</b>

**2200-0000**

**CONTINGENCY RESERVE**

2350-0000	Contingency Reserve Opening Balance	460,087.61
2350-0011	Insurance Loan from Contingency	-72,024.03
2351-0000	Contingency Reserve - Interest Earned	8,859.32
2351-0001	Contingency Reserve YTD Appropriations	99,999.96
2351-0002	Contingency Fund Expenditures	-48,602.36
2351-0099	<b>TOTAL CONTINGENCY RESERVE</b>	<b>448,320.50</b>

**2500-0000**

**SHAREHOLDERS EQUITY**

2600-0000	Retained Earnings	68,560.61
-----------	-------------------	-----------

Aria [3] (aria)

## Balance Sheet

Period = Mar 2026

Book = Accrual

		<b>Current Balance</b>
2600-0001	Retained Earnings Adjustments	2,091.52
2601-0000	Transfer From Surplus	-39,471.00
2699-0000	TOTAL SHAREHOLDERS EQUITY	<u>31,181.13</u>
2900-0000	TOTAL LIABILITIES & EQUITY	<u>629,708.26</u>

### Budget Comparison Cash Flow

Period = Mar 2026

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
<b>3000-0000</b>	<b>REVENUE</b>									
3011-0000	Monthly Maintenance Fees	67,217.17	67,217.12	0.05	0.00	806,606.04	806,605.00	1.04	0.00	806,605.00
3014-0000	Fines/Residential	100.00	200.00	-100.00	-50.00	500.00	2,400.00	-1,900.00	-79.17	2,400.00
3016-0000	Move In/Out Fees	400.00	300.00	100.00	33.33	5,450.00	3,600.00	1,850.00	51.39	3,600.00
3020-0000	Miscellaneous Income	0.00	0.00	0.00	N/A	8,609.16	0.00	8,609.16	N/A	0.00
3025-0001	Keys/Fobs Income	0.00	166.63	-166.63	-100.00	470.00	2,000.00	-1,530.00	-76.50	2,000.00
3040-0000	Parking/Storage Income	100.00	300.00	-200.00	-66.67	1,600.00	3,600.00	-2,000.00	-55.56	3,600.00
3195-0000	Transfer from Surplus	<u>3,289.25</u>	<u>3,289.25</u>	<u>0.00</u>	<u>0.00</u>	<u>39,471.00</u>	<u>39,471.00</u>	<u>0.00</u>	<u>0.00</u>	<u>39,471.00</u>
3500-0000	TOTAL REVENUE	71,106.42	71,473.00	-366.58	-0.51	862,706.20	857,676.00	5,030.20	0.59	857,676.00
<b>4000-0000</b>	<b>EXPENSES</b>									
<b>4010-0000</b>	<b>UTILITIES</b>									
4011-0000	Water	18,552.42	4,833.37	-13,719.05	-283.84	96,758.70	58,000.00	-38,758.70	-66.83	58,000.00
4012-0000	Sewer	15,371.61	5,166.63	-10,204.98	-197.52	65,853.36	62,000.00	-3,853.36	-6.22	62,000.00
4013-0000	Garbage	2,585.72	2,633.37	47.65	1.81	25,804.79	31,600.00	5,795.21	18.34	31,600.00
4014-0000	Electricity	0.00	3,333.37	3,333.37	100.00	32,325.04	40,000.00	7,674.96	19.19	40,000.00
4016-0000	Natural Gas	5,228.26	3,583.37	-1,644.89	-45.90	30,475.06	43,000.00	12,524.94	29.13	43,000.00
4018-0000	Telephone	-2,059.32	0.00	2,059.32	N/A	1,619.50	0.00	-1,619.50	N/A	0.00
4018-0001	Telephone - Security	0.00	145.00	145.00	100.00	0.00	1,740.00	1,740.00	100.00	1,740.00
4018-0002	Telephone - Elevator	3,437.84	136.00	-3,301.84	-2,427.82	4,894.65	1,632.00	-3,262.65	-199.92	1,632.00
4018-0003	Telephone - Entry System	-401.95	129.00	530.95	411.59	0.00	1,548.00	1,548.00	100.00	1,548.00
4018-0004	Telephone - Resident Cell	0.00	128.00	128.00	100.00	0.00	1,536.00	1,536.00	100.00	1,536.00
4018-0049	Internet	<u>-263.69</u>	<u>83.37</u>	<u>347.06</u>	<u>416.29</u>	<u>0.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>100.00</u>	<u>1,000.00</u>
4019-9999	TOTAL UTILITIES	42,450.89	20,171.48	-22,279.41	-110.45	257,731.10	242,056.00	-15,675.10	-6.48	242,056.00
<b>4020-0000</b>	<b>INSURANCE</b>									
4021-0000	Insurance	9,687.75	14,291.63	4,603.88	32.21	141,537.98	171,500.00	29,962.02	17.47	171,500.00
4022-0000	Insurance Appraisal	<u>1,417.50</u>	<u>0.00</u>	<u>-1,417.50</u>	<u>N/A</u>	<u>1,417.50</u>	<u>0.00</u>	<u>-1,417.50</u>	<u>N/A</u>	<u>0.00</u>
4024-9999	TOTAL INSURANCE	11,105.25	14,291.63	3,186.38	22.30	142,955.48	171,500.00	28,544.52	16.64	171,500.00
<b>4030-0000</b>	<b>SECURITY/SAFETY</b>									
4032-0000	Fire Alarm	-3,100.69	750.00	3,850.69	513.43	19,258.24	9,000.00	-10,258.24	-113.98	9,000.00
4032-0005	Security Alarm	446.25	125.00	-321.25	-257.00	3,540.96	1,500.00	-2,040.96	-136.06	1,500.00

### Budget Comparison Cash Flow

Period = Mar 2026

Book = Accrual

		<b>PTD Actual</b>	<b>PTD Budget</b>	<b>Variance</b>	<b>% Var</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Variance</b>	<b>% Var</b>	<b>Annual</b>
4032-0006	Security Alarm Monitoring	1,131.22	135.00	-996.22	-737.94	3,591.09	1,620.00	-1,971.09	-121.67	1,620.00
4033-0000	Enterphone	0.00	50.00	50.00	100.00	0.00	600.00	600.00	100.00	600.00
4034-0001	Fire Hydrant Testing & Repairs	0.00	183.37	183.37	100.00	0.00	2,200.00	2,200.00	100.00	2,200.00
4039-9999	<b>TOTAL SECURITY</b>	<b>-1,523.22</b>	<b>1,243.37</b>	<b>2,766.59</b>	<b>222.51</b>	<b>26,390.29</b>	<b>14,920.00</b>	<b>-11,470.29</b>	<b>-76.88</b>	<b>14,920.00</b>
<b>4040-0000</b>	<b>ADMINISTRATION</b>									
4041-0000	Management Fees	3,780.00	3,783.75	3.75	0.10	46,541.22	45,405.00	-1,136.22	-2.50	45,405.00
4042-0000	Legal & Accounting	0.00	308.37	308.37	100.00	2,193.52	3,700.00	1,506.48	40.72	3,700.00
4043-0000	Bank Charges	25.00	25.00	0.00	0.00	300.00	300.00	0.00	0.00	300.00
4044-0000	Uncollectable Debt	74.56	0.00	-74.56	N/A	74.56	0.00	-74.56	N/A	0.00
4045-0000	Salaries	1,487.25	4,875.00	3,387.75	69.49	57,773.33	58,500.00	726.67	1.24	58,500.00
4045-1000	CPP Expense	315.84	416.63	100.79	24.19	3,129.04	5,000.00	1,870.96	37.42	5,000.00
4045-2000	EI Expense	127.80	314.62	186.82	59.38	1,294.60	3,775.00	2,480.40	65.71	3,775.00
4045-3000	Employee Health Account	4,162.75	333.37	-3,829.38	-1,148.69	4,162.75	4,000.00	-162.75	-4.07	4,000.00
4046-0000	Office Expenses	-71.70	166.63	238.33	143.03	1,964.11	2,000.00	35.89	1.79	2,000.00
4046-0050	NSF Administration Fee	25.00	0.00	-25.00	N/A	25.00	0.00	-25.00	N/A	0.00
4047-0000	AGM/SGM Expenses	236.25	50.00	-186.25	-372.50	236.25	600.00	363.75	60.62	600.00
4048-0000	Misc Admin	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00	1,000.00
4048-0001	WorksafeBC Remittances	22.96	0.00	-22.96	N/A	22.96	0.00	-22.96	N/A	0.00
4049-0000	Professional Consulting Fees	-390.00	125.00	515.00	412.00	1,042.50	1,500.00	457.50	30.50	1,500.00
4049-9999	<b>TOTAL ADMINISTRATION</b>	<b>9,795.71</b>	<b>10,481.74</b>	<b>686.03</b>	<b>6.54</b>	<b>118,759.84</b>	<b>125,780.00</b>	<b>7,020.16</b>	<b>5.58</b>	<b>125,780.00</b>
<b>4050-0000</b>	<b>LAND &amp; LOT</b>									
4051-0000	Land & Lot General	5,233.90	83.37	-5,150.53	-6,177.92	5,319.99	1,000.00	-4,319.99	-432.00	1,000.00
4051-0001	Lawn Maintenance	-5,076.75	0.00	5,076.75	N/A	0.00	0.00	0.00	N/A	0.00
4051-0002	Landscaping Contract	5,076.75	3,555.00	-1,521.75	-42.81	37,758.79	42,660.00	4,901.21	11.49	42,660.00
4054-0010	Electric Cart	0.00	62.50	62.50	100.00	0.00	750.00	750.00	100.00	750.00
4055-0002	Tree Maintenance	1,105.17	291.63	-813.54	-278.96	1,105.17	3,500.00	2,394.83	68.42	3,500.00
4056-0000	Irrigation Repairs & Maintenance	1,615.69	583.37	-1,032.32	-176.96	5,974.60	7,000.00	1,025.40	14.65	7,000.00
4057-0000	Snow & Ice Maintenance	0.00	83.37	83.37	100.00	27.98	1,000.00	972.02	97.20	1,000.00
4058-0000	Signage	0.00	83.37	83.37	100.00	0.00	1,000.00	1,000.00	100.00	1,000.00
4059-9999	<b>TOTAL LAND &amp; LOT</b>	<b>7,954.76</b>	<b>4,742.61</b>	<b>-3,212.15</b>	<b>-67.73</b>	<b>50,186.53</b>	<b>56,910.00</b>	<b>6,723.47</b>	<b>11.81</b>	<b>56,910.00</b>

### Budget Comparison Cash Flow

Period = Mar 2026

Book = Accrual

		PTD Actual	PTD Budget	Variance	% Var	YTD Actual	YTD Budget	Variance	% Var	Annual
<b>4060-0000</b>	<b>INTERIOR R &amp; M</b>									
4061-0000	Janitorial/Cleaning	5,565.00	3,250.00	-2,315.00	-71.23	27,909.00	39,000.00	11,091.00	28.44	39,000.00
4061-0001	Janitorial Supplies	-128.98	250.00	378.98	151.59	257.96	3,000.00	2,742.04	91.40	3,000.00
4063-0000	Elevator Maintenance	7,374.63	1,083.37	-6,291.26	-580.71	25,819.12	13,000.00	-12,819.12	-98.61	13,000.00
4064-0000	HVAC Maintenance	472.50	1,250.00	777.50	62.20	6,748.00	15,000.00	8,252.00	55.01	15,000.00
4064-0001	HVAC - Contract	0.00	325.00	325.00	100.00	0.00	3,900.00	3,900.00	100.00	3,900.00
4066-0000	Locks & Keys	465.15	114.62	-350.53	-305.82	465.15	1,375.00	909.85	66.17	1,375.00
4066-0001	Parkade/Overhead Door	0.00	625.00	625.00	100.00	0.00	7,500.00	7,500.00	100.00	7,500.00
4067-0000	Pest Control	367.50	375.00	7.50	2.00	4,104.41	4,500.00	395.59	8.79	4,500.00
4068-0000	Interior Repairs & Maintenance	5,001.36	1,416.63	-3,584.73	-253.05	12,212.92	17,000.00	4,787.08	28.16	17,000.00
4068-0001	Contract Water Tank Maintenance	7,565.87	90.00	-7,475.87	-8,306.52	7,565.87	1,080.00	-6,485.87	-600.54	1,080.00
4069-9999	TOTAL INTERIOR R & M	<u>26,683.03</u>	<u>8,779.62</u>	<u>-17,903.41</u>	<u>-203.92</u>	<u>85,082.43</u>	<u>105,355.00</u>	<u>20,272.57</u>	<u>19.24</u>	<u>105,355.00</u>
<b>4070-0000</b>	<b>EXTERIOR R &amp; M</b>									
4071-0000	Window Cleaning	0.00	350.00	350.00	100.00	4,200.00	4,200.00	0.00	0.00	4,200.00
4073-0000	Roofing Repairs	5,461.57	833.37	-4,628.20	-555.36	5,461.57	10,000.00	4,538.43	45.38	10,000.00
4075-0000	Repairs & Maintenance: General	484.35	1,250.00	765.65	61.25	28,196.31	15,000.00	-13,196.31	-87.98	15,000.00
4075-0006	Plumbing / Water Lines	-5,586.62	745.81	6,332.43	849.07	6,227.44	8,955.00	2,727.56	30.46	8,955.00
4075-0055	Portable Toilet Rental	0.00	250.00	250.00	100.00	1,614.87	3,000.00	1,385.13	46.17	3,000.00
4079-9999	TOTAL EXTERIOR R & M	<u>359.30</u>	<u>3,429.18</u>	<u>3,069.88</u>	<u>89.52</u>	<u>45,700.19</u>	<u>41,155.00</u>	<u>-4,545.19</u>	<u>-11.04</u>	<u>41,155.00</u>
<b>4090-0000</b>	<b>CONTINGENCY RESERVE FUND</b>									
4091-0000	Contingency Fee	8,333.33	8,333.37	0.04	0.00	99,999.96	100,000.00	0.04	0.00	100,000.00
4097-9999	TOTAL CONTINGENCY	<u>8,333.33</u>	<u>8,333.37</u>	<u>0.04</u>	<u>0.00</u>	<u>99,999.96</u>	<u>100,000.00</u>	<u>0.04</u>	<u>0.00</u>	<u>100,000.00</u>
4098-0000	TOTAL EXPENSES	<u>105,159.05</u>	<u>71,473.00</u>	<u>-33,686.05</u>	<u>-47.13</u>	<u>826,805.82</u>	<u>857,676.00</u>	<u>30,870.18</u>	<u>3.60</u>	<u>857,676.00</u>
<b>6000-0000</b>	<b>NET INCOME</b>	<u><b>-34,052.63</b></u>	<u><b>0.00</b></u>	<u><b>-34,052.63</b></u>	<u><b>N/A</b></u>	<u><b>35,900.38</b></u>	<u><b>0.00</b></u>	<u><b>35,900.38</b></u>	<u><b>N/A</b></u>	<u><b>0.00</b></u>








BFL CANADA Risk and Insurance Services Inc.  
340-1632 Dickson Avenue  
Kelowna, British Columbia, V1Y 7T2

Tel.: 778-313-2000  
Fax: 236-420-0060  
Toll Free: 1-866-669-9602

## SUMMARY OF COVERAGES







<b>Named Insured</b>	Aria Apartment Homeowners Corporation and Aria Apartments LP
<b>Project Name</b>	ARIA APARTMENTS
<b>Property Manager</b>	Coldwell Banker Horizon Realty
<b>Policy Period</b>	October 01, 2025 to October 01, 2026
<b>Policy Number</b>	BFL04APT00637
<b>Insured Location(s)</b>	3545 Carrington Road, West Kelowna, BC V4T 3A1, 3533 Carrington Road, West Kelowna, BC V4T 2Z9, 3521 Carrington Road, West Kelowna, BC V4T 2Z8

## INSURING AGREEMENT

 PROPERTY (Appraisal Date: February 20, 2026)	DEDUCTIBLE	LIMIT
All Property.		\$63,891,000
130% Extended Replacement Cost		\$83,090,293
Property Extensions		Included
Lock & Key	\$2,500	\$25,000
Additional Living Expenses - Per Unit		\$50,000
Additional Living Expenses - Annual Aggregate		\$1,000,000
Excess Property Extensions - Annually Aggregated		Up to \$5,000,000
- Excludes all damage arising from the peril of Earthquake		
Miscellaneous Equipment – Toro and BOSS Equipment as outlined in Lease No. 001-843		\$24,610
All Risks	\$25,000	
Sewer Backup	\$100,000	
Water Damage	\$100,000	
Earthquake (Annual Aggregate)	10% (minimum \$100,000)	130% of the Policy Limit
Flood (Annual Aggregate)	\$100,000	130% of the Policy Limit
Business Interruption (Gross Rentals), 100% Co-Insurance, Indemnity Period (Months) : N/A	N/A	Not Covered
 CRIME	DEDUCTIBLE	LIMIT
Employee Dishonesty - Including Property Manager and Elected Officer Theft	Nil	\$1,000,000
Broad Form Money and Securities	Nil	\$10,000
 COMMERCIAL GENERAL LIABILITY	DEDUCTIBLE	LIMIT
Bodily Injury & Property Damage	\$2,500	\$30,000,000
Non-Owned Automobile	\$2,500	\$30,000,000
Infectious Agent or Communicable Disease Exclusion – With Limited Exceptions		
Total Pollution Exclusion		
 CONDOMINIUM DIRECTORS & OFFICERS LIABILITY	DEDUCTIBLE	LIMIT
Claims Made Form - Including Property Manager	Nil	\$20,000,000
Privacy Event Expenses	Nil	Not Applicable
Cyber Liability	Nil	Not Applicable
 BLANKET GLASS - Includes Lobby Glass	DEDUCTIBLE	LIMIT
Residential	\$250	Blanket
Commercial	\$500	
Canopy	\$1,000	

E. & O.E.

## INSURING AGREEMENT

 EQUIPMENT BREAKDOWN	DEDUCTIBLE	LIMIT
Standard Comprehensive Form including Production Machines and Electronic Equipment	\$1,000	\$63,915,610
- Deductible Waiver Endorsement		
Extra Expense – 100% available in first month	24 Hour Waiting Period	\$1,000,000
- Additional Living Expenses Endorsement - Per Unit		\$25,000
- Additional Living Expenses Endorsement - Annual Aggregate		\$1,000,000
Loss of Profits – Rents, Indemnity Period (Months): N/A	N/A	Not Covered
 POLLUTION LIABILITY	DEDUCTIBLE	LIMIT
Each Event	\$25,000	\$1,000,000 Shared
Aggregate Policy Limit		\$20,000,000 Shared
 VOLUNTEER ACCIDENT	DEDUCTIBLE	LIMIT
Maximum Limit of Loss	See Policy Wordings	\$1,000,000
 TERRORISM	DEDUCTIBLE	LIMIT
Per Occurrence.	\$1,000	\$350,000
Annual Aggregate		\$350,000
 LEGAL EXPENSES	DEDUCTIBLE	LIMIT
Each Event	Nil	\$1,000,000
Annual Aggregate		\$5,000,000
 CYBER, DATA & PRIVACY	DEDUCTIBLE	LIMIT
Cyberboxx	\$5,000	
Annual Policy Aggregate		\$100,000
Hackbuster's Incident response services		Included
Coverage A - Privacy Breach Liability		\$100,000
Coverage B - Privacy Breach Expense		\$50,000
Coverage C - Cyber Extortion & Recovery		\$50,000
Coverage D - Social Engineering		\$25,000
Coverage E - Breach by suppliers		\$50,000

### Loss Payable

Golf Lease Inc. 3816 – 64 Avenue SE Calgary, Alberta T2C 2B4 but only with respect to the Toro and BOSS Equipment as outlined in Lease No. 001-843

### Additional Insured

Ronald Michael Derrickson and the Westbank First Nation but only with respect to liability and property damage arising out of the operations of the Named Insured and the 'premises' as outlined in the Land Lease dated December 2005 between Ronald Michael Derrickson and Aria Apartments Limited Partnership.

This record sheet is intended for reference only. Please refer to your polic(ies) for complete details.

**ARIA**  
Homeowners Corporation  
Operating Budget from May 1, 2026 to April 30, 2027

	2025/26 BUDGET	2025/26 Actual		2026/2027 BUDGET
<b>REVENUE</b>				
Strata Fees	\$806,606	\$806,606	Strata Fees	\$819,197
Fines/Residential	\$2,400	\$500	Fines	\$500
Rebate	\$0	\$8,609		
Move in/Out Fees	\$3,600	\$5,450	Move In/Out	\$3,600
Keys/Fobs Income	\$2,000	\$470	Keys/Fobs	\$2,000
Parking Income	\$3,600	\$1,600	Parking	\$1,600
Surplus	\$39,471	\$39,471	Surplus	\$35,900
<b>Total Receipts</b>	<b>\$857,677</b>	<b>\$862,706</b>		<b>\$862,797</b>
<b>EXPENSES</b>				
<b>Common Asset Strata Fees</b>				
Common Asset Strata Fees	\$0	\$0		\$0
<b>Expenses</b>				
<b>UTILITIES</b>				
Water	\$58,000	\$96,759	Water	\$100,000
Sewer	\$62,000	\$65,853	Sewer	\$81,000
Waste Management	\$31,600	\$25,805	Waste	\$32,000
Electricity	\$40,000	\$32,325	Electricity	\$40,000
Natural Gas	\$43,000	\$30,475	Natural Gas	\$40,000
Telephone Security	\$1,740	\$1,620	Telephone/Internet	\$6,500
Telephone Elevator	\$1,632	\$4,895		\$0
Telephone Entry System	\$1,548	\$0		\$0
Telephone Resident Cell	\$1,536	\$0		\$0
Internet	\$1,000	\$0		\$0
<b>Total Utilities</b>	<b>\$242,056</b>	<b>\$257,731</b>		<b>\$0</b>
				<b>\$299,500</b>
<b>INSURANCE</b>				
	<b>\$171,500</b>	<b>\$141,538</b>	Insurance	<b>\$124,299</b>
<b>APPRAISAL</b>				
	<b>\$0</b>	<b>\$1,418</b>		
<b>SECURITY/SAFETY</b>				
Fire Alarm/Annual Inspections/	\$9,000	\$19,258	Fire Insp. & Repairs	\$20,000
Security Repairs	\$1,500	\$3,541		\$0
Security Alarm Monitoring	\$1,620	\$3,591		\$0
Enterphone	\$600	\$0		\$0
<b>TOTAL SAFETY/SECURITY</b>	<b>\$12,720</b>	<b>\$26,390</b>		<b>\$0</b>
				<b>\$20,000</b>
<b>SALARIES/PAYROLL</b>				
Employee Maintenance	\$58,500	\$57,773	Salaries	\$80,000
Employer Costs/Payroll Deduct	\$8,775	\$3,129	Deductions/EI/Work S.	\$11,000
EI/Worksafe		\$1,318		\$0
Employee Health Account	\$4,000	\$4,163	Health Account	\$4,500
<b>TOTAL SALARIES/PAYROLL</b>	<b>\$71,275</b>	<b>\$66,383</b>		<b>\$0</b>
				<b>\$95,500</b>
<b>ADMINISTRATION</b>				
Management Fees	\$45,405	\$46,541	Management Fees	\$47,198
Legal and Accounting	\$3,700	\$2,194	Legal and Accounting	\$3,500
Bank charges	\$300	\$300	Bank Charges	\$300
Uncollectable	\$0	\$75		\$0
NSF	\$0	\$25		\$0
Office Expenses	\$2,000	\$1,964	Office Expenses	\$2,500
AGM/SGM Expenses	\$600	\$236	AGM Expenses	\$500
Professional Consulting	\$1,500	\$1,043	Professional Consulting	\$1,500
<b>TOTAL ADMIN</b>	<b>\$53,505</b>	<b>\$52,377</b>		<b>\$0</b>
				<b>\$55,498</b>
<b>LAND AND LOT</b>				
Land & Lot General	\$1,000	\$5,320	Land & Lot General	\$52,000
Landscaping Contract	\$42,660	\$37,759		\$0
Electric Cart	\$750	\$0		\$0
Tree Maintenance	\$3,500	\$1,105		\$0
Irrigation Repairs	\$7,000	\$5,975		\$0
Snow & Ice Maintenance	\$1,000	\$28	Snow & Ice	\$1,000
Signage	\$1,000	\$0		\$0
<b>TOTAL LAND &amp; LOT</b>	<b>\$56,910</b>	<b>\$50,187</b>		<b>\$0</b>
				<b>\$53,000</b>
<b>INTERIOR REPAIR &amp; MAINTENANCE</b>				
Janitorial Supplies	\$3,000	\$258	Janitorial	\$0
Janitorial	\$39,000	\$27,909	Janitorial	\$20,000
Elevator Maintenance	\$13,000	\$25,819	Elevator	\$18,000
HVAC maintenance	\$15,000	\$6,748	HVAC	\$2,000
HVAC Contract	\$3,900	\$0		\$0
Locks/Keys/doors	\$1,375	\$465		\$0
Parkade Overhead Door	\$7,500	\$0	Parkade Doors	\$7,500
Pest Control	\$4,500	\$4,104	Pest Control	\$5,000
Interior Repairs & Maintenance	\$17,000	\$12,213	Interior R&M	\$15,000
Contract Water Tank Maintenance	\$1,080	\$7,566	HWT/Boilers	\$6,000
<b>TOTAL INTERIOR R&amp;M</b>	<b>\$105,355</b>	<b>\$85,082</b>		<b>\$0</b>
				<b>\$73,500</b>
<b>EXTERIOR REPAIR &amp; MAINTENANCE</b>				
Window Cleaning	\$4,200	\$4,200	Window Cleaning	\$4,500
Roofing/Gutter Repairs	\$10,000	\$5,462	Roofing/ Gutters	\$5,000
R & M General	\$15,000	\$28,196	R&M Exterior	\$24,000
Plumbing repairs	\$8,955	\$6,227	Plumbing Repairs	\$8,000
Portable Toilet Rental	\$3,000	\$1,615		\$0
<b>TOTAL R&amp;M</b>	<b>\$41,155</b>	<b>\$45,700</b>		<b>\$0</b>
				<b>\$41,500</b>
<b>MISCELLANEOUS</b>				
	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
Expense Sub-Total	\$754,476	\$726,806	Sub-Total	\$762,797
Contingency Trsf	\$100,000	\$100,000	Contingency Reserve	\$100,000
<b>Total Expenses</b>	<b>\$854,476</b>	<b>\$826,806</b>		<b>\$862,797</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$0</b>	<b>\$35,900</b>		<b>\$0</b>

										202627 Total Fees \$ 419,184.52
Unit	Unit Entitlement	% Of Total Unit Entitlement	OLD 2024/2025 Fees Per Unit MONTHLY	NEW 2025/2026 Fees Per Unit MONTHLY	Monthly Variance	April-May- June - July Retro Total Owing	Amount Due August 1st Per Unit Including Variance	Amount Due MONTHLY as of September 1st		
102-1	96.40	0.72%	\$482.32	\$489.85	\$ 7.53	\$ 30.12	\$ 519.97	\$ 489.85		
103-1	96.00	0.71%	\$480.32	\$487.82	\$ 7.50	\$ 29.99	\$ 517.81	\$ 487.82		
104-1	109.10	0.81%	\$545.87	\$554.39	\$ 8.52	\$ 34.09	\$ 588.47	\$ 554.39		
105-1	110.20	0.82%	\$551.37	\$559.98	\$ 8.61	\$ 34.43	\$ 594.41	\$ 559.98		
106-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
107-1	94.90	0.71%	\$474.82	\$482.23	\$ 7.41	\$ 29.65	\$ 511.88	\$ 482.23		
108-1	96.60	0.72%	\$483.32	\$490.87	\$ 7.55	\$ 30.18	\$ 521.05	\$ 490.87		
201-1	43.00	0.32%	\$215.14	\$218.50	\$ 3.36	\$ 13.43	\$ 231.94	\$ 218.50		
202-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
203-1	96.00	0.71%	\$480.32	\$487.82	\$ 7.50	\$ 29.99	\$ 517.81	\$ 487.82		
204-1	119.00	0.89%	\$595.40	\$604.69	\$ 9.29	\$ 37.18	\$ 641.87	\$ 604.69		
205-1	110.20	0.82%	\$551.37	\$559.98	\$ 8.61	\$ 34.43	\$ 594.41	\$ 559.98		
206-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
207-1	94.90	0.71%	\$474.82	\$482.23	\$ 7.41	\$ 29.65	\$ 511.88	\$ 482.23		
208-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
209-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
210-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
211-1	96.10	0.72%	\$480.82	\$488.33	\$ 7.51	\$ 30.02	\$ 518.35	\$ 488.33		
212-1	85.20	0.63%	\$426.29	\$432.94	\$ 6.65	\$ 26.62	\$ 459.56	\$ 432.94		
213-1	96.00	0.71%	\$480.32	\$487.82	\$ 7.50	\$ 29.99	\$ 517.81	\$ 487.82		
214-1	94.70	0.70%	\$473.82	\$481.21	\$ 7.40	\$ 29.59	\$ 510.80	\$ 481.21		
301-1	50.80	0.38%	\$254.17	\$258.14	\$ 3.97	\$ 15.87	\$ 274.01	\$ 258.14		
302-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
303-1	96.00	0.71%	\$480.32	\$487.82	\$ 7.50	\$ 29.99	\$ 517.81	\$ 487.82		
304-1	119.00	0.89%	\$595.40	\$604.69	\$ 9.29	\$ 37.18	\$ 641.87	\$ 604.69		
305-1	110.20	0.82%	\$551.37	\$559.98	\$ 8.61	\$ 34.43	\$ 594.41	\$ 559.98		
306-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
307-1	94.90	0.71%	\$474.82	\$482.23	\$ 7.41	\$ 29.65	\$ 511.88	\$ 482.23		
308-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
309-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
310-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
311-1	96.10	0.72%	\$480.82	\$488.33	\$ 7.51	\$ 30.02	\$ 518.35	\$ 488.33		
312-1	95.00	0.71%	\$475.32	\$482.74	\$ 7.42	\$ 29.68	\$ 512.42	\$ 482.74		
313-1	96.00	0.71%	\$480.32	\$487.82	\$ 7.50	\$ 29.99	\$ 517.81	\$ 487.82		
314-1	94.70	0.70%	\$473.82	\$481.21	\$ 7.40	\$ 29.59	\$ 510.80	\$ 481.21		
401-1	50.80	0.38%	\$254.17	\$258.14	\$ 3.97	\$ 15.87	\$ 274.01	\$ 258.14		
402-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
403-1	96.00	0.71%	\$480.32	\$487.82	\$ 7.50	\$ 29.99	\$ 517.81	\$ 487.82		
404-1	119.00	0.89%	\$595.40	\$604.69	\$ 9.29	\$ 37.18	\$ 641.87	\$ 604.69		
405-1	110.20	0.82%	\$551.37	\$559.98	\$ 8.61	\$ 34.43	\$ 594.41	\$ 559.98		
406-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
407-1	94.90	0.71%	\$474.82	\$482.23	\$ 7.41	\$ 29.65	\$ 511.88	\$ 482.23		
408-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
409-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
410-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
411-1	96.10	0.72%	\$480.82	\$488.33	\$ 7.51	\$ 30.02	\$ 518.35	\$ 488.33		
412-1	95.00	0.71%	\$475.32	\$482.74	\$ 7.42	\$ 29.68	\$ 512.42	\$ 482.74		
413-1	96.00	0.71%	\$480.32	\$487.82	\$ 7.50	\$ 29.99	\$ 517.81	\$ 487.82		
414-1	94.70	0.70%	\$473.82	\$481.21	\$ 7.40	\$ 29.59	\$ 510.80	\$ 481.21		
509-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
510-1	96.20	0.72%	\$481.32	\$488.84	\$ 7.51	\$ 30.06	\$ 518.89	\$ 488.84		
511-1	96.10	0.72%	\$480.82	\$488.33	\$ 7.51	\$ 30.02	\$ 518.35	\$ 488.33		
512-1	95.00	0.71%	\$475.32	\$482.74	\$ 7.42	\$ 29.68	\$ 512.42	\$ 482.74		
513-1	96.00	0.71%	\$480.32	\$487.82	\$ 7.50	\$ 29.99	\$ 517.81	\$ 487.82		
514-1	96.00	0.71%	\$480.32	\$487.82	\$ 7.50	\$ 29.99	\$ 517.81	\$ 487.82		
102-2	52.10	0.39%	\$260.67	\$264.74	\$ 4.07	\$ 16.28	\$ 281.02	\$ 264.74		
103-2	70.20	0.52%	\$351.24	\$356.72	\$ 5.48	\$ 21.93	\$ 378.65	\$ 356.72		
104-2	75.30	0.56%	\$376.75	\$382.63	\$ 5.88	\$ 23.53	\$ 406.16	\$ 382.63		
105-2	75.40	0.56%	\$377.25	\$383.14	\$ 5.89	\$ 23.56	\$ 406.70	\$ 383.14		
106-2	66.10	0.49%	\$330.72	\$335.88	\$ 5.16	\$ 20.65	\$ 356.54	\$ 335.88		
107-2	66.10	0.49%	\$330.72	\$335.88	\$ 5.16	\$ 20.65	\$ 356.54	\$ 335.88		
108-2	70.40	0.52%	\$352.24	\$357.73	\$ 5.50	\$ 22.00	\$ 379.73	\$ 357.73		
109-2	52.10	0.39%	\$260.67	\$264.74	\$ 4.07	\$ 16.28	\$ 281.02	\$ 264.74		
110-2	66.10	0.49%	\$330.72	\$335.88	\$ 5.16	\$ 20.65	\$ 356.54	\$ 335.88		
111-2	66.10	0.49%	\$330.72	\$335.88	\$ 5.16	\$ 20.65	\$ 356.54	\$ 335.88		
112-2	65.80	0.49%	\$329.22	\$334.36	\$ 5.14	\$ 20.56	\$ 354.92	\$ 334.36		
113-2	65.00	0.48%	\$325.22	\$330.29	\$ 5.08	\$ 20.31	\$ 350.60	\$ 330.29		
114-2	70.20	0.52%	\$351.24	\$356.72	\$ 5.48	\$ 21.93	\$ 378.65	\$ 356.72		
115-2	70.40	0.52%	\$352.24	\$357.73	\$ 5.50	\$ 22.00	\$ 379.73	\$ 357.73		
116-2	70.40	0.52%	\$352.24	\$357.73	\$ 5.50	\$ 22.00	\$ 379.73	\$ 357.73		
201-2	43.20	0.32%	\$216.14	\$219.52	\$ 3.37	\$ 13.50	\$ 233.02	\$ 219.52		
202-2	52.10	0.39%	\$260.67	\$264.74	\$ 4.07	\$ 16.28	\$ 281.02	\$ 264.74		
203-2	70.20	0.52%	\$351.24	\$356.72	\$ 5.48	\$ 21.93	\$ 378.65	\$ 356.72		
204-2	75.30	0.56%	\$376.75	\$382.63	\$ 5.88	\$ 23.53	\$ 406.16	\$ 382.63		
205-2	75.40	0.56%	\$377.25	\$383.14	\$ 5.89	\$ 23.56	\$ 406.70	\$ 383.14		
206-2	66.10	0.49%	\$330.72	\$335.88	\$ 5.16	\$ 20.65	\$ 356.54	\$ 335.88		
207-2	66.10	0.49%	\$330.72	\$335.88	\$ 5.16	\$ 20.65	\$ 356.54	\$ 335.88		
208-2	70.40	0.52%	\$352.24	\$357.73	\$ 5.50	\$ 22.00	\$ 379.73	\$ 357.73		
209-2	52.10	0.39%	\$260.67	\$264.74	\$ 4.07	\$ 16.28	\$ 281.02	\$ 264.74		
210-2	66.10	0.49%	\$330.72	\$335.88	\$ 5.16	\$ 20.65	\$ 356.54	\$ 335.88		



403-3	70.20	0.52%	\$351.24	\$356.72	\$ 5.48	\$ 21.93	\$ 378.65	\$ 356.72
406-3	66.10	0.49%	\$330.72	\$335.88	\$ 5.16	\$ 20.65	\$ 356.54	\$ 335.88
407-3	66.10	0.49%	\$330.72	\$335.88	\$ 5.16	\$ 20.65	\$ 356.54	\$ 335.88
408-3	52.10	0.39%	\$260.67	\$264.74	\$ 4.07	\$ 16.28	\$ 281.02	\$ 264.74
409-3	66.10	0.49%	\$330.72	\$335.88	\$ 5.16	\$ 20.65	\$ 356.54	\$ 335.88
410-3	66.10	0.49%	\$330.72	\$335.88	\$ 5.16	\$ 20.65	\$ 356.54	\$ 335.88
411-3	70.40	0.52%	\$352.24	\$357.73	\$ 5.50	\$ 22.00	\$ 379.73	\$ 357.73
412-3	99.50	0.74%	\$497.83	\$505.61	\$ 7.77	\$ 31.09	\$ 536.69	\$ 505.61
413-3	111.80	0.83%	\$559.37	\$568.11	\$ 8.73	\$ 34.93	\$ 603.04	\$ 568.11
414-3	70.20	0.52%	\$351.24	\$356.72	\$ 5.48	\$ 21.93	\$ 378.65	\$ 356.72
415-3	70.40	0.52%	\$352.24	\$357.73	\$ 5.50	\$ 22.00	\$ 379.73	\$ 357.73
<b>13,434</b>	<b>100.00%</b>		<b>\$ 67,217.04</b>	<b>\$ 68,266.37</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 72,463.71</b>	<b>\$ 68,266.37</b>



Kent • Macpherson

Proposal for Depreciation Report  
Consulting and Advisory Services  
Aria Homeowner's Corporation

3521-3545 Carrington Road,  
IR#9, Tsinstikeptum, West Kelowna, BC

Prepared For:  
Aria Homeowner's Corporation  
c/o Coldwell Banker  
14-1470 Harvey Ave  
Kelowna, BC



March 9, 2026

---

Prepared By: Blaine Porsnuk AACI, P. App, RI



Kent • Macpherson

March 9, 2026

Aria Homeowner's Corporation  
c/o Coldwell Banker  
Tennille Jackson,  
14-1470 Harvey Ave,  
Kelowna, BC

**Attention: Ms. Tennille Jackson, Strata Manager**

Dear Ms. Jackson:

**Re: Aria, Depreciation Report Proposal,  
Aria Homeowner's Corporation  
3545, 3533, 3521 Carrington Rd West Kelowna, BC**

Further to our discussions, we are pleased to submit a proposal for depreciation report advisory services to assist **Aria Homeowner's Corporation** operating as **Aria**, located in West Kelowna.

In completing the depreciation report for you Kent Macpherson will follow the process as outlined under the Strata Property Act, while recognizing not all the regulations are applicable in this analysis because the subject property is not a stratified development. Kent-Macpherson has staff that is experienced in the completion of these reports and would be pleased to assist you with this important step in your planning process.

Should you have any questions or concerns, please do not hesitate to contact Blaine Porsnuk at [bporsnuk@kent-macpherson.com](mailto:bporsnuk@kent-macpherson.com) We look forward to working with you on this project.

Sincerely,

**KENT-MACPHERSON**

Per:

Blaine Porsnuk AACI, P. App, RI

## INTRODUCTION TO KENT-MACPHERSON

At Kent-Macpherson, our team of accredited professionals and consultants provide a broad range of experience in the real estate industry throughout Western Canada.

Kent-Macpherson's expertise encompasses:

- Depreciation Reports/Reserve Fund Studies
- Consulting to Municipal and Federal Governments
- Right-of-way Negotiation
- Arbitration and Mediation Services
- Commercial and Industrial Real Estate Valuation
- Development, Economic Impact and Feasibility Studies
- Expropriation Valuation
- Land Use Evaluation
- Valuation advice and development consulting
- Assessment Review, Negotiation and Appeal
- Cost Benefit Analysis
- Commercial Real Estate Rental and Lease Evaluation
- Insurance Valuation
- Expert Evidence and Litigation Support
- Agricultural Land Reserve Exclusions
- Land Development Services
- Agricultural and Resource Valuation and Consulting
- Consultation, land claims and specific claims on First Nations Lands

Our strong alliances with the Appraisal Institute of Canada, Real Estate Institute of British Columbia and the Condominium Home Owners Association ensure thorough adherence to professional regulations, standards, and changing market conditions. In turn, our clients are provided with comprehensive real estate evaluation, life cycle analysis and counsel.

Kent-Macpherson is recognized as one of the leading valuation, appraisal and consulting firms in British Columbia and is accepted and recognized by all major government agencies and financial institutions across Canada.

For our complete corporate profile refer to our website at [www.kent-macpherson.com](http://www.kent-macpherson.com).

## PURPOSE AND SCOPE OF THE ASSIGNMENT

### Purpose

The primary purpose of the assignment is to assist **Aria Homeowner's Corporation**, operating as **Aria**, with a detailed Depreciation Report. The Report will identify and estimate future replacement cost pertaining to the various common property. The Report is a long-term plan to assist the Strata Corporation in providing a contingency reserve sufficient to address these obligations.

## Scope

The scope of the assignment includes, but is not limited to, the following:

1. A physical inventory of all common property including building systems.
2. If available, a review of prints, plans and drawings including; architectural, structural, mechanical, electrical, fire protection etc.
3. Examination of corporation documents, financial statements and/or budgets.
4. Investigation of cost data, using construction cost services adjusted for time, location and quality of construction. Where such data is incomplete, contractors will be interviewed with respect to local conditions and costs on similar repair projects.
5. An estimate of expected maintenance, repair and replacement costs for common expenses proposed over 30 years.
6. Financial forecasting, including at minimum, three cash flow models for the Contingency Reserve Fund (CRF).

## LIABILITY COVERAGE AND QUALIFICATIONS

To be consistent with the Strata Property Act regulations we will be including a declaration within the depreciation report regarding coverage for professional liability coverage for errors and omissions. All professional staff at Kent- Macpherson are members of the Appraisal Institute of Canada (AIC). The AIC provides liability insurance to its members.

With respect to Depreciation Reports, the program covers appropriately designated members who have undertaken specific training in the area of Depreciation Reports, and/or Reserve Fund Studies. The policy limit is \$2.0 million per year. Our staff have completed the courses offered by either the Real Estate Institute of Canada for Certified Reserve Fund Planners (CRP) or the University of British Columbia's Sauder School of Business for the Reserve Fund Planner Program (RFPP), thus offering you services completed by insured, fully qualified, trained, and experienced personnel.

## FEE STRUCTURE

### Fees

Given the scope of work and the availability of documentation, our fees herein, for up to and including the final Depreciation Report are:

**Professional Fee Estimate:            \$5,500+ GST \***

***\* Payment is due on receipt of Draft Depreciation Report.***

Disbursements are not included in the above and are billed at cost. These typically include, but are not limited to the following:

- Travel cost @ \$0.80/km
- Photography & mapping (if applicable)
- Land Title Office fees (if applicable)
- Report printing and binding
- Courier charges (if applicable)
- Building / Architectural Plans

*The above does not include consultation with outside professionals. If such advice is required, the Association is responsible to engage any additional third-party consultants and any related cost.*

If additional time is required to attend an AGM, Special General Meeting or Town Hall Meeting to discuss the results of the study and answer any questions, we would be pleased to provide additional consultation based on an hourly rate (our standard rate is \$150 per hour). This offer is subject to reasonable notice and availability of pending meetings. All quotes are valid for six months.

*We also offer Insurance Replacement Cost Appraisals, should you require such services.*

## RETAINER

As is company policy, we require **a retainer of \$2,750** upon acceptance of this proposal.

## INVOICING

All invoices will be paid by **Aria Homeowner's Corporation c/o Ms. Tennille Jackson**. All invoices are payable to:

Kent-Macpherson  
#304 -1708 Dolphin Avenue  
Kelowna, British Columbia  
Canada, V1Y 9S4

## TIMING AND DELIVERY

We wish to commence work within a timely manner of formal engagement; however, we are receiving a high volume of requests for proposal and approvals for Depreciation Reports. Therefore, our services are provided on a first-come, first-served basis. We appreciate your consideration on this matter.



## ENGAGEMENT WITH KENT-MACPHERSON

If our proposal is acceptable, your signature below acts as a formal confirmation you have engaged Kent-Macpherson for consultation services to assist the **Aria Homeowner's Corporation**, operating as **Aria**, relating to the completion of a Depreciation Report.

## ACCEPTANCE

Please indicate your approval of, and agreement with, all of the terms and conditions of this Agreement by dating, signing and returning the original to our office. Please note that where one or more individuals and/or companies, as Clients are signing this agreement, the obligations of those parties hereunder shall be joint and several and the security granted shall be by all signatories, whether Clients or companies.

Dated for reference this 9<sup>th</sup> day of March, 2026.

### KENT-MACPHERSON

Per:



\_\_\_\_\_  
Blaine Porsnuk AACI, P. App, RI

### CLIENT (the "Client")

APPROVED AND AGREED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Per:

\_\_\_\_\_  
Authorized Signatory – (signature)

\_\_\_\_\_  
Authorized Signatory - (print name in full)





Via E-transfer

[Kjakubowski@kent-macpherson.com](mailto:Kjakubowski@kent-macpherson.com)

1. Please include the project number, invoice number, **or project address** in the memo field on the funds transfer. Please also note 'Retainer' if it is for your retainer payment.
2. Send a follow up email to Karen Jakubowski ([kjakubowski@kent-macpherson.com](mailto:kjakubowski@kent-macpherson.com)) indicating the password used when creating the transfer.

Credit Card Payments

Card Type	Visa <input type="checkbox"/>	Mastercard <input type="checkbox"/>
Card Number		
Expiry Date		
CVC		
Name on the Card		
Full billing mailing address & Postal Code of credit card		
Amount:		
I approve and authorize the above charge to my credit card	Signature: _____ Date _____ Print Name _____	
Phone Number:		
Receipt sent via	Email	
	Fax	

Cheque

Mailed to:

Kent-Macpherson  
 304-1708 Dolphin Avenue  
 Kelowna, BC  
 V1Y 9S4



# SERVICE PROPOSAL AND CONTRACT

TK Elevator (Canada) Limited ("TK Elevator," "we," "us," and "our"), agrees with Purchaser ("Purchaser," "you," and "your"), to service the equipment described below in accordance with the terms and conditions of this Contract ("the Contract") with the goal of maximizing its performance, safety, and life span. TK Elevator and Purchaser may hereinafter be referred to individually as a "Party" or collectively as the "Parties."

<b>Proposal/ Contract Date</b> April 22, 2026	<b>Proposal/ Contract No</b> CHP 0572-02
--	--

**TK Elevator Office at:**

200- 2602 Enterprise Way  
Kelowna, BC  
V167Y5 PH: (250) 763-2804

**On the Following Elevating Units:**

Elevator # 1, 2 and 3, TSBC # 23484, 24001 and 24279

**Located at:**

Aria Apartments 1, 2 and 3  
3345, 3533 and 3521 Carrington Road  
Westbank BC

**Purchaser's Information**

ARIA APARTMENTS 1  
C/O COLDWELL BANKER HORIZON REALTY  
110 - 1641 COMMERCE AVENUE  
KELOWNA, BC, V1X 8A9

**Purchaser's billing information:**

ARIA APARTMENTS 1  
C/O COLDWELL BANKER HORIZON REALTY  
110 - 1641 COMMERCE AVENUE  
KELOWNA, BC, V1X 8A9

**We will provide the Materials and Labour for:**

- Hydraulic Oil Replacement (for three elevators):
  - Drain and replace contaminated hydraulic oil.
  - Properly dispose of old oil in accordance with environmental regulations.



This work will be completed for the price of:

**\$15,851.00**                      **fifteen thousand, eight hundred and fifty- one**                      **Dollars**

If accepted by the Purchaser within thirty (30) calendar days of the proposal date.

If not accepted within (30) thirty calendar days of the date presented to Purchaser, this Work Order shall automatically be revoked and shall be null and void.

A non-refundable fifty (50) percent initial payment plus GST/HST/PST, whichever is and whenever applicable, shall be paid by the Purchaser upon signing of this agreement; the balance shall be paid upon completion, should the work be completed within thirty days. If the work is not completed within thirty days, payment of the balance will be due at the end of each month during the progress of the work to cover the proportional value of the materials delivered and work performed and also when the elevating units are placed into service. Any monies more than thirty days overdue shall bear interest at 2% per month (24% per annum). TK Elevator reserves the right to discontinue work at any time until payments have been made as agreed. All sales taxes with the exception of Goods and Services / Harmonized Sales Tax/ Provincial Sales Tax (GST/HST/PST) \*, permits and license fees applicable to TK Elevator’s work as of proposal date, will be paid by TK Elevator and the Purchaser agrees to pay all increases of same and other levies related to the work. The terms and conditions attached hereto are part of this agreement. This proposal, including any changes hereto signed by both parties, shall constitute the entire Contract between the parties, when signed by the Purchaser and subsequently approved by TK Elevator. TK Elevator’s quotation is submitted with the understanding that any Contract resulting from this bid will be in accordance with TK Elevator standard terms and conditions and will be mutually acceptable by all parties.

The price of this Work Order includes all value added taxes, tariffs, duties, and similar charges imposed on TK Elevator as of the date of execution of this Work Order. The price of this Work Order is subject to escalation - even after Purchaser’s acceptance of this Work Order – under certain circumstances. After the date of acceptance of this Work Order and in addition to the Work Order price, Purchaser is also responsible to pay TK Elevator for any new (or any increase in): (1) applicable value added taxes, tariffs, duties, and/or other charges imposed by applicable governmental authorities; (2) charges from its suppliers for any of the applicable materials and/or components due to (a) supply chain issues, (b) the imposition of applicable value added taxes, tariffs, duties or other charges by applicable governmental authorities; and/or (c) if the completion of work called for in this Work Order occurs after any milestone mentioned earlier in this Work Order; and/or (3) charges from TK Elevator's shippers and/or freight forwarders, all along with profit and overhead associated with those amounts. When any materials and/or components applicable to the work described in this Work Order are ready to ship, TK Elevator will provide Purchaser with a change order that includes such value added taxes, tariffs, duties and/or charges imposed by applicable government authorities and/or such charges from its suppliers and freight forwarders for any of the applicable materials and/or components as set forth above, along with profit and overhead associated with those amounts, which must be executed and fully paid for prior to and as a condition precedent to such shipment.

**In the event this agreement is cancelled, TK Elevator shall be entitled to payment of non-refundable down payment and any additional costs incurred for material purchased and work performed exceeding the down payment amount.**

**\* All applicable taxes will be billed as an extra to the Contract price.**

<b>TK Elevator</b> <b>Presented by:</b> Connor Hines <b>Email:</b> <a href="mailto:connor.hines@tkelevator.com">connor.hines@tkelevator.com</a> <b>Signed:</b>		<b>Purchaser Acceptance</b> Please sign and send one (1) copy to TK Elevator's District Office or to the email address indicated.	
<b>TK Elevator (Canada) Limited Approval</b>		<b>Company Name:</b>	
<b>Title:</b> DM- Kael Axelson		<b>Name and Title:</b>	
<b>Signed:</b>	<b>Date:</b>	<b>Signed:</b>	<b>Date:</b>

## TERMS AND CONDITIONS

**Insurance, Workmen's compensation, and bonds:** Certificates of TK Elevator's bodily injury, property damage liability insurance and compliance with workmen's compensation requirements will be furnished to the Purchaser on request. A performance bond and/or material and labour payment bond will be provided if required, subject to the payment by Purchaser of the premium for the bond(s).

**Maintenance service:** If maintenance service is included in this Contract, it will consist of periodic examination, lubrication, adjustments and the repair or replacement of any parts necessitated by wear and tear of normal usage and will commence for each elevating unit when the unit is placed into service, unless otherwise specified herein or subsequently arranged.

**Schedule:** TK Elevator's schedule for the work, stated herein or elsewhere, represents the realistic plan, which it intends to fulfill. TK Elevator will not be liable for direct or indirect damages for failure to complete all or any part of the work by a specific date. Unless otherwise stated, work will be performed during regular working hours of the trades involved and if overtime is mutually agreed upon, it will be at extra charge at TK Elevator's normal billing rate.

**Assignment:** The Purchaser will not assign this Contract or benefit thereof without TK Elevator's consent in writing. TK Elevator reserves the right to assign payments owed to TK Elevator under this Work Order.

**Code standards:** TK Elevator will comply with applicable provincial statutes and regulation and CSA Elevator code in effect at the proposal date.

**Work by others:** Except as stated herein, this Contract does not include work normally done by other trades, including but not limited to the following: the provision of or alteration to hoistway and machine room to meet legal requirements; cutting, building in and making good walls, floors or enclosures to accept and properly support the elevating equipment; the removal or alteration of non- elevator equipment from the hoistway or machine room if required; protective barriers as required for working areas outside the hoistway and machine room; adequate power services for the operation of the elevator equipment; required permanent lighting and power outlets in the machine room and pit; heating and ventilation in machine room to maintain temperature between 10°C and 30°C.

**Title and Ownership:** TK Elevator retains the title to the equipment covered by this Contract until all payments have been made and as security therefore only and in case of the Purchaser's default in payment, TK Elevator may take possession as allowable by law and remove all or part of such equipment, without prejudice to their other rights.

**Warranty:** TK Elevator warrants the materials provided and the work performed by TK Elevator under this Contract against defects in material and workmanship for a period of one year from the date the elevation unit is placed into service and will make good any such deficiency by repair or replacement during normal working hours, subject only to a charge for traveling time and expenses if more than one hundred miles from the nearest District office, provided that the Purchaser gives us prompt notice of any defect. This warranty does not include repairs or replacement



made necessary by the wear and tear of normal use, or by misuse, accidental damage or lack of proper maintenance, nor does this warranty obligate TK Elevator to pay for work done by others.

**Liability:** TK Elevator are not an insurer and accepts no liability for damage to property or for injury to or the death of any person except for damage, injury or death, which may result directly from negligence or the negligence of TK Elevator employees and with exception aforesaid, the Purchaser agrees to indemnify, defend and hold TK Elevator harmless from any such claim. In any event TK Elevator shall not be liable for consequential damage, including loss of use by reason of the failure of the elevating device(s) or parts thereof. The Purchaser hereby waives any and all rights of Subrogation as against TK Elevator.

**Accommodation:** The Purchaser agrees to provide a safe working area and a dry secure space for TK Elevator's tools and equipment as it arrives on site until its installation. Should loss of or damage to TK Elevator's material, tools or work occur at the building the Purchaser shall compensate TK Elevator therefore, unless such loss or damage results from TK Elevator's own negligence. The Purchaser agrees to provide at their expense, electrical power for TK Elevator's tools and lights, as well as washroom facilities for the workmen. TK Elevator agrees to abide by all reasonable working regulations and safety requirements as may apply in the Purchaser's building and to carry out work with due regard for the normal usage of the building, provided that TK Elevator's work is not delayed thereby.

**Acceptance:** Until executed by both Parties this Contract shall only remain available for acceptance for a period of thirty (30) calendar days from the date appearing on the first page of this document unless revoked by TK Elevator earlier in writing to Purchaser. Your acceptance of this Contract and its approval by an authorized manager of TK Elevator will constitute exclusively and entirely the agreement for the services herein described. All other prior representations or agreements, whether written or verbal, will be deemed to be merged herein and no other changes in or additions to this Contract will be recognized unless made in writing and properly executed by both Parties. Should your acceptance be in the form of a purchase order or other similar document, the provisions of this Contract will exclusively govern the Parties' responsibilities. No agent or employee of TK Elevator shall have the authority to waive or modify any of the terms of this Contract without the express prior written approval of an authorized TK Elevator manager.

**Purchaser Initials:** \_\_\_\_\_

## Electrical Planning Report (EPR) & EV Ready Plan (EVRP) Package

**Electrical Planning Report (EPR) / Site Capacity Study** - To address the new requirements of the Strata Act and the increasing demand for EV charging, heat pumps/air conditioning & gas conversion, we offer an EPR & EV Ready Plan package that includes:

- Property Profile/Overview
- Electrical Distribution Layout
- Service Sizes & Metering Design
- Existing Electrical Loads & Peak Demands
- Total Capacity Analysis
- Electrical Vault/Service Condition
- Future Demand Considerations
- Options for Electrical Demand Reductions

Our team of Electrical Planning auditors & reporters is led by Gordon Sauer, P.L.Eng. an electrical professional in good standing with Engineers & Geoscientists of BC (EGBC) who has been in the electrical engineering industry for over 30 years specializing in multi-unit residential properties.

About the Electrical Planning Report (EPR):

- The report meets all the requirements of the Strata Act (Section 94) & designed to focus on key information needed to better understand the capacity available for adding new electrical loads in the future.
- This EPR provides a high-level, engineered capacity assessment for all the main electrical services throughout the property.
- The Engineered calculations for electrical design use safety factors similar to how a new building is designed with voltage de-rating based on the # of units & electrical loads on each service.
- The report is not intended to be prescriptive indicating specific types or sizes of solutions that can be supplied as equipment, sizes & types of solutions vary greatly.
- The EPR is ideal for electrical contractors & mechanical/HVAC providers to help them design solutions based on the type of electrical distribution & service capacity available.

**Package Price: \$6,750 - \$1,000 Loyalty Discount = \$5,750**

EPR/EVR Price:	\$5,750.00	
Tax:	\$287.50	
<hr/>		
Total:	\$6,037.50	<i>Upfront cost to Strata</i>
<hr/>		
Rebate:	-\$3,000.00	<i>Paid to Strata by BC Hydro</i>
<hr/>		
Net Cost:	\$3,037.50	<i>Net cost after rebate</i>
<hr/>		

- The rebate is for the EV Ready Plan only.
- There are no rebates available for an Electrical Planning Report.
- EV Ready rebates are not available if previously claimed.
- The proposal is valid for 90 days.
- See Pricing Adjustments (\*) below.

[More Information on Electric Asset Reporting Services](#)

**(\*) Pricing Adjustments:** \$650 (+GST) is added to the package price for properties that more than:

- 3 condo/apartment buildings.
- 2 Hi-Rise Towers.
- 100 townhomes.
- Or feature a combination of different types of multi-residential buildings (standalone townhomes & condo buildings).

**Upon approval of this proposal,** 50% of the price (+GST) is due upon receipt of deposit invoice.

- We will require 12 months of hydro invoices (*for any services paid for by Strata*), electrical &/or site drawings (*if available*) & contact details for arranging site access for the audit.
- Once the final EPR has been provided to Strata, the balance is due (*less the deposit*) which is invoiced with payment terms of net 15-days.

Once the EV Ready Plan is completed & **final payment has been received**, we can then file the EV Ready Plan on Strata's behalf to secure the \$3,000 rebate. *Please note:*

- The final submission of documents to BC Hydro for the EV Ready Plan rebate must include a copy of the final paid invoice to qualify for the full rebate.
  - Therefore, final payment cannot be subject to or delayed until Strata receives the rebate from BC Hydro.
    - *We have produced 100's of EV Ready Plans & to date, all have been approved by BC Hydro & qualified for the \$3,000 rebate.*
  - The only qualification is whether the rebate was previously claimed by & already paid to the Strata Corporation.**
- There is no obligation to proceed with an EV-related project after an EV Ready Plan has been completed.
- Recommendations & costs to upgrade the building to be "EV Ready" are also provided.
- Once the EV Ready Plan has been reviewed by BC Hydro, the rebate will be mailed directly to the Strata Corporation.
- The availability, eligibility & amount of rebates available are subject to change & are not guaranteed by Electric Asset.
- The EV Ready Plan rebate will be filed based on Electric Asset's schedule.
- Electric Asset will not be held liable or responsible for any delays caused in filing.

**More Information:**

Contact: Sanjay Maharaj  
sanjay@electricasset.com  
604-761-6123

Electrical Planning Reports (EPR)  
EV Ready Plans (EVRP)  
Carbon Emissions Reporting (GHG)  
Opportunity Assessment Reports (OAR)



**ELECTRIC ASSET INC**

Electric Asset Inc. | 1188 West Pender Street, Vancouver, BC V6E 0A2 | info@electricasset.com  
electricasset.com | TSBC: LEL0213650

# AVS Security Inc

#7-1905 Evergreen Crt  
Kelowna, BC V1Y 9L4

[ian@avssecurity.ca/support@avesecurity.ca](mailto:ian@avssecurity.ca/support@avesecurity.ca)

Ian (250-503-8179) Chad (778-215-6486)



## QUOTE ID

032026-02

## QUOTE TOTAL

\$4,991.70

## BILLED TO

Aria Condos  
3521- 3545 Carrington Road  
West Kelowna, BC V4T 2Z9

Issued 03/20/2026

LINE ITEM	QTY	RATE	TOTAL
<b>Add To Current Surveillance System</b> x1 Camera At B1 Front Door	1.00	\$260.00	\$260.00 GST
<b>x1 Camera In B2 Parkade</b>	1.00	\$260.00	\$260.00 GST
<b>x1 Camera In B3 Facing Dog Park</b>	1.00	\$260.00	\$260.00 GST
<b>Recorder</b> NVR w/ HDD	1.00	\$1,560.00	\$1,560.00 GST
<b>Labor</b> Labor Required To Install Equipment Relocate B3 Garbage Camera Network & Admin Time	1.00	\$1,920.00	\$1,920.00 GST
<b>Cable &amp; Modules</b>	1.00	\$494.00	\$494.00 GST
		Subtotal	\$4,754.00

GST \$237.70

---

**Total \$4,991.70**

Thank you for the opportunity to be of service. Please feel free to contact us with any questions or revisions.

This quote is valid for 30 days unless otherwise indicated.



Commercial Cleaning Solutions

A&G Supply Ltd.
GST#: 10007 3782 RT0001
827 Fairweather Place
Vernon, BC V1T 9B5
250-545-0505 or 1-800-545-0547
Fax 250-545-1015

Quotation
Page 1 of 1

ARIA MAINTENANCE
PROSPECT QUOTES - ADRIEN

Date 15-Jan-2026 Valid Until

Salesman AD Quote 592536
Terms

Summary table with 2 columns: Item Name, Amount. Rows include Merch Total (\$18,540.93), Taxable Sales (\$18,540.93), Tax (\$2,224.92), Ppd Deposit (\$0.00), and Total (\$20,765.85).

Main items table with 5 columns: Description, Item Code, Quantity, Price, Amount. Rows include E5 5 GAL 15" SC EXTRACTOR, BRC 30/15 C 4 GAL SC CARPET EX, GVE 370 CARPET SPOTTER W/ 10' HOSE & HAND TOOL GEORGE, and ARMADA BRC 40/22 C EXTRACTOR W.



Global Roadway Maintenance Inc.  
 1718 Byland Road, Unit# 4  
 West Kelowna, BC V1Z 1A9  
 Phone : (844) 248-7669 • Fax : (778) 755-5815

# QUOTE

Quote Date : 4/29/2026

Quote Number : 63422

Page : 1

<b>Aria</b> c/o Coldwell Banker Horizon Realty 1470 Harvey Avenue Suite 14 Kelowna BC V1Y 9K8	<b>Aria</b> 3545 - 3533 Carrington Road West Kelowna BC
--	---

**Stamped Concrete repair**

Task	Notes	Qty	Price	UOM	Total
Misc Activity	Scope Price Scarify/grind failed concrete, overlay concrete with Starpatch Stamptop, then stamp and seal. -Includes for 14' x 14' "darker" area -Area will need to be closed to traffic for 4 days for work and to ensure proper cure of concrete  -Includes for sealer upon completion *Some noise and dust will be present during the initial scarification/grinding*	1	8,450.00	Each	8,450.00
<b>Total</b>					<b>8,450.00</b>

5% GST to be applied to all tasks

**This quote is valid for 30 days from Quote Date indicated on this document.**

Please confirm your acceptance by forwarding a signed copy of this quote to GRM Inc .

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

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

Date (mm/dd/yy) : \_\_\_\_/\_\_\_\_/\_\_\_\_

Billing Email Address: \_\_\_\_\_

Discover the full range of services GRM Inc. offers at [grminc.ca](http://grminc.ca)





Customer Name: Aria Apartments  
 Attention: Tennille Jackson  
 Email: [tjackson@coldwellbanker.ca](mailto:tjackson@coldwellbanker.ca)  
 Job Name: Door Repair  
 Site: 3533 Carrington Rd, Kelowna BC

Phone: 250-860-1411  
 Terms: Net 30 (subject to credit availability)

Date: May 07, 2026

Quotation No. QT 2532

**RE: Door Repair**

To Supply and Install:

- 3521 Carrington.  
Bottom rubber replacement (16') – retainer to be reused.
- 3533 Carrington.  
T150 Bottom Section 15'9" x 24", end caps, and bottom seal with PVC retainer.

Quote includes: labor (2) techs, materials listed, disposal of damaged section, and travel to and from site.

**Lot Price.....\$2,241.00**  
*GST not included.*

Notwithstanding any contrary terms in any other agreement, by signing this proposal you agree to the standard terms and conditions available at <https://www.doorsystems.com/terms-conditions>. These terms and conditions shall govern this proposal and shall prevail over and supersede any conflicting or additional terms contained in any future contracts, purchase orders, or other documents provided by the customer in connection with this proposal unless signed by the president of Door Systems.

Thank you for allowing Door Systems ASSA ABLOY the opportunity to quote on this project, your consideration is appreciated. Should you have any questions with this proposal, please feel free to contact me using the information provided below.

Best regards,

**Fernando Cisneros**  
 Service Sales, Kelowna | Door Systems  
 M: 250-299-6033 | O: 250-860-0516  
[fernando.cisneros@doorsystems.com](mailto:fernando.cisneros@doorsystems.com)  
 1-841 McCurdy Place  
 Kelowna, BC, V1X 8C8



*5 Great Locations to Serve You*  
 Vancouver - Kelowna - Kamloops - Prince George - Calgary

Strata Property Act  
Form A  
Proxy Appointment  
(Section 56)

**Re: Strata Lot#                      Unit#                      of Strata Plan ARIA**

*[Check only one]*

**1. \_\_\_ General Proxy** – *This option gives your proxy holder voting rights for the date range you fill in.*

I/We \_\_\_\_\_ the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint \_\_\_\_\_ to act as my/our proxy beginning \_\_\_\_\_ (dd/mm/yr) until \_\_\_\_\_ (dd/mm/yr).

**2. \_\_\_ Proxy for a specific meeting** – *This option gives your proxy holder voting rights for a specific meeting only.*

I/We \_\_\_\_\_ the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint \_\_\_\_\_ to act as my/our proxy for the meeting to be held on **June 3rd, 2026.** (dd/mm/yr).

**3. \_\_\_ Proxy for a specific resolution**– *This option allows you to direct your proxy on how to vote for specific resolutions. You may wish to include your voting instructions below.*

I/We \_\_\_\_\_ the owner(s)/tenant(s)/mortgagee of the strata lot described above, appoint \_\_\_\_\_ to act as my/our proxy with regard to the following resolution: (*wording of resolution*)

Resolution #1    \_\_\_\_\_ Yes                      \_\_\_\_\_ No                      \_\_\_\_\_ Abstain

Resolution #2    \_\_\_\_\_ Yes                      \_\_\_\_\_ No                      \_\_\_\_\_ Abstain

Resolution #3    \_\_\_\_\_ Yes                      \_\_\_\_\_ No                      \_\_\_\_\_ Abstain

Resolution #4    \_\_\_\_\_ Yes                      \_\_\_\_\_ No                      \_\_\_\_\_ Abstain

Resolution #5    \_\_\_\_\_ Yes                      \_\_\_\_\_ No                      \_\_\_\_\_ Abstain

Resolution #6 \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain

Resolution #7 \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain

Resolution #8 \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain

Resolution #9 \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain

Resolution #10 \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain

Resolution #11 \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain

Resolution #12 \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain

Resolution #13 \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain

Because the meeting is an AGM a Strata Council must be elected.  
 The Strata Council must have a minimum of 3 and a maximum of 7 council members.

The following individuals have advised that they wish to stand for Strata Council:

**IF YOU HAVE FILLED OUT SECTION 3 OF THE PROXY FORM ABOVE**

and you wish to direct your proxy holder to elect any of the foregoing by way of proxy, you may vote for any of those listed **to a maximum of 7**, by checking off their name or you may write in a name that you wish to elect to the Strata Council on a blank line.

**If you provide no voting instructions regarding council election to your proxy holder it is understood that your proxy holder may vote as they see fit.**

Nominations for Strata Council will also be taken from the floor at the AGM.

Individuals must obtain a majority vote to be elected to the strata council.

- Karen Luniw
- Susie Farmer
- Trish Fenton
- Sue Jones
- Sandi Atkinson
- Alicia Bliskis
-

Date: \_\_\_\_\_ (month/day/year)

Signature of Owner \_\_\_\_\_ Signature of Owner \_\_\_\_\_

**Limitations on Proxy if any list here:**

Date: \_\_\_\_\_ (month/day/year)

Signature of Owner/Tenant/Mortgagee \_\_\_\_\_