



September 4, 2013

To the Owners of *Avonlea*
STRATA PLAN LMS 101
2600 Beaverbrook Crescent
Burnaby, B.C. V3J 7W6

Dear Owner(s):

RE: SPECIAL GENERAL MEETING

As the Managing Agent, we are pleased to attach formal notice of the **Special General Meeting** of the Owners of Strata Plan LMS 101 to be held on **Wednesday, September 25, 2013, 7:00 p.m.** in the Library at Stoney Creek Community School, 2740 Beaverbrook Crescent, Burnaby, B.C. **Registration will begin at 6:30 p.m.** and we respectfully request your early attendance in order that the meeting may commence on time.

At this Special General Meeting, the Ownership will be presented with $\frac{3}{4}$ vote resolution to re allocate \$51,637.34, of the Garage Door Project surplus to an exterior structural improvement project.

Included in this package are the details of the above, an agenda and a proxy form.

Should you be unable to attend, a proxy form has been included for an alternative representative to attend and vote on your behalf. Please be advised that a proxy holder need not be a registered owner, but must be appointed by the registered owner.

Please note that pursuant to Section 112 of the Strata Property Act, where the strata corporation is eligible to register a lien on the title of a strata lot for delinquency in their financial obligations to the strata corporation, the owner of the strata lot may be restricted from voting.

We therefore request that you review the attached information and should you have any questions, please do not hesitate to contact this office. We look forward to meeting with you on **September 25, 2013**

Yours truly,
PACIFIC QUORUM PROPERTIES INC.

As Agents for *LMS 101 - Avonlea*

Per:

A handwritten signature in black ink, appearing to read 'Dan Bourke', is written over a large, stylized, circular graphic element that resembles a signature or a logo.

Dan Bourke,
Property Manager

PLEASE BRING THIS PACKAGE TO THE MEETING

August 23, 2013

To: The Owners, Strata Plan LMS 101 – *Avonlea*
From: **PACIFIC QUORUM PROPERTIES INC.**
408 – 7337 137th Street
Surrey, B.C. V3W 1A4

PLEASE TAKE NOTICE THAT a Special General Meeting of Strata Plan LMS 101 will be held:

Date & Time: **Wednesday, September 25, 2013**
7 p.m. - Registration 6:30 p.m.

Location: Stoney Creek Community School
2740 Beaverbrook Crescent, Burnaby, B.C

An owner may be restricted from voting if the strata corporation is entitled to register a lien on the owner's strata lot. *Cheques will not be accepted at the meeting unless certified.* Owners may be represented by proxies - a blank proxy is attached for your convenience. A spouse who is not registered on title MUST have a proxy authorization to vote.

An Agenda for the meeting, along with some explanatory notes concerning voting procedures are enclosed herewith. Please read this material carefully prior to the meeting and bring it along with you to the meeting for reference.

1. **PURPOSE:** The purpose of the meeting is to present the Ownership with $\frac{3}{4}$ vote resolution to re-allocate \$51,637.34, of the Garage Door Project surplus to an exterior structural improvement project.
 2. **QUORUM:** In order to conduct business at the General Meeting, representation of at least one-third of all strata lots must be present in person or by proxy. If within 15 minutes from the time appointed for an annual or special general meeting, a quorum is not present, the meeting stands adjourned for a further 15 minutes on the same day and at the same place. If within that further 15 minutes from the time of the adjournment, a quorum is not present, the eligible voters, present in person or by proxy, constitute a quorum.
 3. **VOTING:** Except in cases where, by or under the Strata Property Act, a unanimous resolution is required, an owner may not be entitled to vote at any General Meeting if the strata corporation is entitled to register a lien on the owner's strata lot. A voting card will be issued to eligible strata lots. To pass a $\frac{3}{4}$ vote resolution, 75% of those who vote, must vote in favour.
 4. **PROXY:** An instrument appointing a proxy shall be in writing under the hand of the appointee or his attorney, and may be either general or for a particular meeting. A proxy holder need not be an owner.
-

A G E N D A

STRATA PLAN - LMS 101 *Avonlea*

SPECIAL GENERAL MEETING Wednesday, September 25, 2013

1. Call to Order.
 Notice of Quorum
 2. Opening Remarks
 3. 3/4 Vote Resolution #1 (re- allocate \$51,637.34, of the garage door surplus to an Exterior Structural Improvement Project)
 4. Adjournment
-

3/4 VOTE RESOLUTION #1 – Re-allocation of the Garage Door surplus to an Exterior Structural Improvement Project.

Be it resolved:

That the Owners, Strata Plan LMS 101 approve the re-allocation of the Garage Door Surplus Project to an Exterior Structural Improvement Project in the amount of \$51,637.34

FORM A
PROXY APPOINTMENT

RE: STRATA LOT # _____, UNIT # _____ OF STRATA PLAN LMS101

I/We, the owner(s) of the strata lot described above, hereby appoint _____ as my/our proxy to vote on my/our behalf at the Special General Meeting of the Owners of Strata Plan LMS 101 to be held on **Wednesday, September 25 2013**.

Please note that if you mark at the proxy’s discretion, the holder of the proxy will be able to vote on any amendments on your behalf. If you do not mark at the proxy holder’s discretion, your vote will not be able to be counted for any amendments made from the floor.

I/We wish to be recorded as voting on the items of business outlined in the Agenda as follows:

	In Favor	Against	At Proxy’s Discretion	Abstain
1. 3/4 Vote Resolution #1: re-allocation of the Garage Door Surplus Project to an Exterior Structural Improvement Project in the amount of \$51,637.34				

 Owner’s Signature

 Co-Owner’s Signature (if applicable)

 Print Name

 Print Name

DATED THIS _____ DAY OF _____, 2013