

GATEWAY PROPERTY MANAGEMENT CORPORATION

**MINUTES OF THE ANNUAL GENERAL MEETING
TAPESTRY - STRATA PLAN BCS 2645
April 22, 2009**

Held at 7:00 p.m. in the Plaza 500 Hotel
The Granville Room
500 West 12th Avenue, Vancouver, BC

There were 108 Owners present, either in person or by proxy and Cristiana Vlasceanu of Gateway Property Management.

The proxies were deemed to be certified and the proof of Notice of Meeting was confirmed.

Having established a quorum, the Meeting was called to order at 7:00 PM.

APPROVAL OF THE AGENDA

It was moved and seconded to adopt the Agenda of the Meeting as circulated.
CARRIED UNANIMOUSLY.

REPORT ON STRATA INSURANCE

Copies of the insurance coverage have been provided for the Owners. The renewal policy will be effective May 1, 2009.

APPROVAL OF THE MINUTES OF THE 2008 ANNUAL GENERAL MEETING

It was moved and seconded to approve the Minutes of the 2008 Annual General Meeting as circulated.
CARRIED UNANIMOUSLY.

APPROVAL OF THE 2009/2010 OPERATING BUDGET

The proposed budget for the year 2009/2008 anticipates the same levels of maintenance fees for the residential section and an increase for the commercial section.

The fiscal year ended (as of Feb 28, 2009) with a surplus of:

- o - \$91,075.80 for the Residential Section
- o - \$ 5,222.20 for the Commercial Section.

The Strata Council is hereby recommending the following:

- Residential Section – keep \$62,700 in the operating account to pay for the insurance renewal in March and transfer the rest of \$28,375.80 to the CRF.
- Commercial Section – keep \$3,300 in the operating account to pay for the insurance renewal in March and transfer the rest of \$1,922.20 to the CRF.

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REPORT ON THE INTERIM PERIOD BUDGET (DEC 1, 2007 TO FEB 29, 2008)

- **THE INTERIM PERIOD ENDED WITH A SURPLUS AS BELOW, WHICH THE STRATA COUNCIL IS HEREBY RECOMMENDING TO BE MOVED TO THE CONTINGENCY RESERVE FUND:**
 - o - \$37,841.88 for the Residential Section;
 - o - \$ 1,296.69 for the Commercial Section.

- **THE CONTINGENCY RESERVE FUND AT THE END OF THE INTERIM PERIOD (FEB 29, 2008) WAS:**
 - o - \$40,466.44 for the Residential Section;
 - o - \$ 1,991.57 for the Commercial Section.

REPORT ON THE CONTINGENCY FUND DURING THIS ENDING FISCAL YEAR (MARCH 1, 2008 TO FEBRUARY 28, 2009)

- **Residential Section –**

o – amount as of Feb 29, 2008	\$40,466.44
o – annual contribution per the budget	\$55,505.00
o – interest earned	<u>\$ 1,464.24</u>
o – amount as of Feb 28, 2009	\$97,435.68

- **Commercial Section –**

o – amount as of Feb 29, 2008	\$1,991.57
o – annual contribution per the budget	\$2,427.00
o – interest earned	<u>\$ 68.72</u>
o – amount as of Feb 28, 2009	\$4,487.29

Note: Due to the reconciliation of the interim period, all the figures above are approximate figures.

It was moved and seconded to approve the budget as proposed.

CARRIED with 93 votes in favor, 1 opposed and 1 abstention by the residential section and unanimously by the commercial section.

¾ VOTE RESOLUTION 1 – BYLAW AMENDMENTS

The additions and deletions to the original Bylaws were presented to the Owners for review.

The resolution read:

“THEREFORE BE IT RESOLVED THAT: The Strata Council of the Strata Corporation BCS 2645 be directed to change the Bylaws as per the attachments.”

It was moved and seconded to approve the amended Bylaws as presented.

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The floor was opened for discussion:

1 – It was moved and seconded to amend paragraph 2.7(4) to read:

“If the authorization cannot be obtained pursuant to paragraph (1) (a), then the person authorized by the Strata Corporation to enter the strata lot may do so by using reasonable force on the locking devices, and the replacement of the locking device and any resulting damage to the door and door frame may be at the expense of the strata lot owner.”

CARRIED UNANIMOUSLY by the residential section.

2 – It was moved and seconded to amend paragraph 7.3(4) to read:

“The Amenity Room can be booked for exclusive private functions between the hours of 9:00am to 10:00pm to a maximum of six (6) hours per booking, for a fee of \$10 per hour, minimum three (3) hours per booking, and a \$700 damage and cleaning deposit posted. The deposit will be returned if there are no damages sustained and the room has been cleaned.”

DEFEATED by the residential section with 1 vote in favor and 94 opposed.

3 – It was moved and seconded to delete paragraph 7.8(4).

DEFEATED by the residential section with 16 votes in favor, 4 abstentions and 75 opposed.

4 – It was moved and seconded to amend paragraph 7.8(4) to read:

“A non-refundable assessment of \$100 will be levied to any unit on any move-in conducted between Mondays and Fridays except Statutory Holidays within the Tapestry to defray the costs to the Strata Corporation, which include, but are not limited to, wear and tear of the common area, administration, security access coding, the installation of elevator pads, insurance of the elevator control key, etc.”

DEFEATED by the residential section with 15 votes in favor, 4 abstentions and 76 opposed.

5 – It was moved and seconded to delete paragraph 10.1(3).

DEFEATED by the residential section with 3 votes in favor and 92 opposed.

There being no further discussion, a vote was called for the residential section to approve the Bylaws as amended.

CARRIED with 94 votes in favor and 1 abstention.

Then a vote was called for the commercial section to approve the Bylaws as amended.

CARRIED UNANIMOUSLY.

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ELECTION OF COUNCIL

The floor was opened for volunteers and/or nominations and the following Owners agreed to stand for election on the Strata Council for the residential section:

Kevin Ma	- #314H
John Kim	- #501A
Wendy Donaldson	- #710H
Samuel Wyatt	- #311H
Louba Rapoport	- #116A
Gonzalo Naranjo	- #204H
Cynthia Tomlin	- #404A
Nathan Hildebrand	- #507H

Also, Tom Grant, representing Vancouver Coastal Health ("VCH"), will be or will cause another representative of VCH to serve on Council on behalf of the commercial section. As per the Bylaws, the commercial section is entitled to one seat on the Strata Council.

There being no further nominations, each Strata Council nominee, except for the VCH nominee, briefly presented their background to the Meeting in order to assist in the Owners voting for Strata Council.

The owners present then cast their votes by secret ballot, and following tabulation of the ballots, the following nominees were elected to Strata Council:

Tom Grant*	- VCH
Kevin Ma	- #314H
John Kim	- #501A
Wendy Donaldson	- #710H
Samuel Wyatt	- #311H
Cynthia Tomlin	- #404A
Nathan Hildebrand	- #507H

* In Tom Grant's absence, another representative of VCH may represent VCH in his stead.

At the first Strata Council meeting, Officers will be elected among the Council members.

NEW BUSINESS

The following issues were noted to be investigated and addressed by the newly elected Strata Council:

- **Landscaping of the Park** – Owners inquired as to the probable completion date for the demolition of the buildings across 12th Avenue and the construction on Willow

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Street – the representative of VCH present at the Meeting advised that due to lack of funding this project has been postponed to at least 2012;

- **Park and the Playground** – An Owner indicated that the playground is very noisy, potentially causing the value of the suites of the park side to go down – certain other Owners disagreed;
- **Garden on Willow Street** – An Owner suggested that the area on Willow Street could be made into a vegetable garden for neighbourhood use;
- **Dryer Vents** – An Owner indicated concerns regarding the possible fire hazard by clogged dryer vents and suggested that an engineer be retained to investigate a possible construction deficiency;
- **Fire Doors** – An owner recommended that notices be posted on the fire doors on each floor to advise that they are fire doors;
- **Visitor Parking Area** – it was noted that owners frequently park in the visitor parking area and therefore the Council should enforce the Bylaws prohibiting this;
- **Addresses on Units along 12th Avenue** – An owner noted that the units along 12th Avenue should have the addresses posted for identification purposes;
- **Signs** – An owner suggested that private property signs be installed by the patios of the units along 12th Avenue;
- **Parking Gates** – Several Owners reported that other residents do not wait for the gate(s) to come down prior to proceeding or force entry in the underground parking behind a vehicle waiting for the gate(s) to close – this Bylaw will be strictly enforced by the Strata Council in the near future;
- **Recycling** – An Owner suggested that two more recycling bins should be added into the garbage room of the Heather building when the regular bins are being serviced. Another Owner suggested that Owners should be advised of the recycling pick-up day is so that Owners can monitor their recycling drop off accordingly; and
- **Exhaust Vents** – An Owner suggested that signs should be posted to keep children off of the exhaust vents near the back of the Avenue Building.

TERMINATION

There being no further business, it was moved seconded and unanimously **CARRIED** to terminate the meeting at 9:30 PM.

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COUNCIL MEETING

The newly elected Council members met briefly after the Annual General Meeting and elected the following Officers:

Strata Council President	–	Kevin Ma
Strata Council Vice-President	–	Wendy Donaldson
Strata Council Treasurer	–	Nathan Hildebrand
Strata Council Secretary	–	John Kim
Strata Council Member	–	Tom Grant (VCH)
Strata Council Member	–	Sam Wyatt
Strata Council Member	–	Cynthia Tomlin

The next Council meeting will be held on Tuesday, May 12, 2009.

Please retain at least 24 months of Strata Council and General Meeting minutes. Should you decide to sell or re-mortgage your suite, these minutes will be required by the potential purchaser or lending institute. The Property Management company has copies of the minutes; however there will be a charge for obtaining a copy of the minutes.

Gateway Property Management Corporation
#400 – 11950 – 80th Avenue
Delta, BC V4C 1Y2
Senior Property Manager:

Administrative Assistant:

Main Switchboard:	604-635-5000
Fax:	604-635-5001
After Hours Emergency:	604-601-7316
Cristiana Vlasceanu	604-635-5030
cvlasceanu@gatewaypm.com	
Sharon Irwin	604-635-5012
sirwin@gatewaypm.com	

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES of FIRST ANNUAL GENERAL MEETING TAPESTRY - STRATA PLAN BCS 2645 February 21, 2008

Held at 7:00 p.m. in the Community Room
Ground Floor
2851 Heather Street, Vancouver, BC

There were 89 Owners present, either in person or by proxy and Cristiana Vlasceanu of Gateway Property Management.

The proxies were deemed to be certified and the proof of the Notice of Meeting was confirmed.

Having established a quorum, the Meeting was called to order at 7:00 PM.

APPROVAL OF THE AGENDA

It was moved and seconded to adopt the Agenda of the Meeting as circulated. **CARRIED** unanimously.

REPORT ON STRATA INSURANCE

Copies of the insurance coverage was provided to the Owners. The current coverage expires March 31, 2009.

APPROVAL OF THE 2008/2009 OPERATING BUDGET

The proposed budget for the year 2009/2008 anticipates a small increase in the maintenance fees due to the inclusion in the budget of funds for a building envelope study to be performed before the expiry of the warranty period.

The following was noted:

- The interim period of three months, from December 1, 2007 to February 29, 2008 is to be reconciled after the end of the term;
- The developer contributed \$26,590.24 on November 28, 2007 to the contingency fund, as per the Strata Property Act;

It was moved and seconded to approve the Budget as proposed. **CARRIED UNANIMOUSLY.**

ELECTION OF COUNCIL

The floor was opened for volunteers and/or nominations and the following Owners agreed to stand for election on the Strata Council:

- | | |
|-------------------|---|
| - Gonzalo Naranjo | - #204 – H (Heather Building) |
| - Samuel Wyatt | - #311 – H (Heather Building) |
| - Kevin Ma | - #314 – H (Heather Building) |
| - Wendy Donaldson | - #710 – H (Heather Building) |
| - Duane Goode | - #105 – A (12 th Avenue Building) |
| - Louba Rapoport | - #116 – A (12 th Avenue Building) |
| - John Kim | - #501 – A (12 th Avenue Building) |

There being no further nominations, a vote was called and the above Owners were elected by acclamation.

At the first Strata Council meeting, officers will be elected among the Council members.

NEW BUSINESS

The following issues were noted to be investigated and addressed by the newly elected Strata Council:

- **Landscaping of the Park** – Owners inquired as to the probable completion date for the park – an owner in the building, who is also an employee of the developer, advised that the park should be completed within the first week of March;
- **Sidewalk** – the same owner indicated that the City of Vancouver is working on the sidewalks, which should be completed soon;
- **Parking on 12th Avenue** – it was noted that when there are cars parked along 12th Avenue, the exit from the building parking area is hazardous due to limited visibility;
- **Towing Rules** – it was noted that some owners are parking in stalls that belong to different owners and therefore the Strata Council should establish a procedure for towing;
- **Open Houses – Bylaw Requirements** – it was noted that open houses are posing a security risk and therefore the Strata Council should enforce the Bylaws prohibiting this;

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- **Visitor Parking Area** – it was noted that owners frequently park in the visitor parking area and therefore the Council should enforce the Bylaws prohibiting this;
- **Amenity Room Rules** – it was noted that the security of the lounge should be tightened and that the Strata Council should create a set of Rules and Regulations to address the use of this room;
- **Smoking on Patios** – it was noted that some residents are smoking on the patios causing a nuisance to their neighbours;
- **Suite Keys** – it was noted that in order to obtain copies of the suite keys, the owners should use a their own locksmith – a close locksmith to the buildings is located at 350 West Broadway;
- **Mirrors in the Parking** – it was noted that mirrors should be installed in the parking to increase safety.

ADJOURNMENT

As there was no further business, it was moved seconded and unanimously **CARRIED** to adjourn the meeting at 8:40 PM.

Please retain at least 24 months of Strata Council and General Meeting minutes. Should you decide to sell or re-mortgage your suite, these minutes will be required by the potential purchaser or lending institute. The Property Management company has copies of the minutes, however there will be a charge for obtaining a copy of the minutes.

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