GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
MARCH 10, 2010

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	Wendy Donaldson	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Nathan Hildebrand	- Strata Council Treasurer
	Cynthia Tomlin	- Strata Council Member
	Sam Wyatt	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
	Mirjana Petrovic	- Property Manager Gateway Property Management
REGRETS:	Tom Grant	- Strata Council Member VCH

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

Property Manager Mirjana Petrovic was introduced to the Council in advance of Ms. Petrovic taking over the management of the Tapestry from Ms. Vlasceanu. The transition will be completed over the upcoming months.

GUEST 1:

The tenant of a suite on the 7th floor of the Heather building attended the meeting to discuss a letter regarding not waiting for the gate to close. The Strata Council thanked him for attending the meeting, however, relying on a resident's report that the vehicle was witnessed not waiting for the gate, council agreed to issue a $50 fine.

GUEST 2:

The owner of a suite on the 4th floor in the Heather building attended the meeting to apologize for her tenant habitually not waiting for the gate to close, as well as repeatedly parking in the visitor parking area and in the daycare stalls, despite several warnings left on the vehicle and being towed on more than one occasion. The Strata Council thanked the owner for attending the meeting and for advising that the tenant was intending to move out in the near future, however, based on the history of the tenants behaviour and the fact that he ignored numerous attempts to correct his bylaw violations, unanimously agreed to apply the maximum fine of $200 to this account.

RESIDENT MANAGER REPORT:

The Resident Manager updated the Strata Council on the main issues in the building:

- National Hydronics installed two additional hose bibs in the parking, P1 and P2;
- City Air Duct inspected a couple of the suites that had been identified as having moisture in the ducts at the time of the annual cleaning and they were both found to be dry; they will all be inspected again sometime this summer.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON JANUARY 20, 2010

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING:

Deficiencies – The remaining items to be addressed by the developer have all been completed.

The issue if the rain water overflowing on a couple of the patios on the 10th floor of the Heather building was aesthetic and not structural has been closed as the addition of gutters and downspouts would severely effect the appearance of these units and one of the owners declined the change. The second owner will be advised.

Electrical Vault Maintenance – ThyssenKrupp Elevators identified the problem with the small elevator that caused it to stop working during the power outage. This will be addressed it in the next couple of weeks.

Landscaping – It was moved, seconded and **unanimously carried** to retain Moscone Bros. Landscaping ("Moscone") for one more year.

Sinking Pavers – Moscone has been contacted to schedule the work on re-aligning of the sinking pavers under warranty.

Cleaning the Drains throughout the Property – The developer completed the unplugging of a couple of exterior drains where construction debris had accumulated.

CORRESPONDENCE

Letters have been sent to several suites requesting updated owner contact/emergency contact information and Form K.

Three letters were sent to suites on the 7th floor in the Heather building, advising them of the annoyance to their neighbours caused by their dogs running in the hallway, shedding hair, causing early wear and tear of the carpets and requiring additional cleaning of the area.

Letter #1 – A letter was sent to a suite on the 7th floor in the Heather building regarding damage to the suite door. The tenants responded quickly and repaired the damage and re-painted the door.

Letter #2 – A letter regarding not waiting for the gate to close at the entrance of the parkade and speeding in the parking lot was sent to a suite on the 8th floor in the Heather building. The tenant apologized in writing. The Strata Council unanimously agreed to only apply the minimum fine of $50 to ensure that such incidents do not reoccur in the future.

Letter #3 – A letter regarding not waiting for the gate to close was sent to the owner of a suite on the 5th floor in the Heather building. Due to the short notice, this was tabled for next meeting.

Letter #4 – The owner of a suite of the 5th floor in the Heather building reported excessive renovation noises coming from a neighbouring suite. This noise has occurred on a regular basis for a very long time. A letter will be sent.

Letter #5 – The owner of a suite on the 4th floor of the Avenue building reported that residents dispose their garbage (empty pop cans, food containers, papers, etc.) by disposing it in parking stalls on the way from their cars to the building entrance

RESIDENTS ARE REMINDED NOT TO DISPOSE OF GARBAGE THROUGHOUT THE COMMON AREA.

BYLAW 2.3(1)(c) Which states:

Use of Property

2.3 (1) An owner, tenant, occupant, employee, agent, invitee, guest or visitor must not use a strata lot, the common property, or common assets in a way that:
(c) unreasonably interferes with the rights of other persons to use and enjoy the common property, common assets or another strata lot;

Letter #9 – Council investigated a tailgating incident involving a suite on the 10th floor of the Heather building and having found inconsistencies in their reply letter, agreed to issue the minimum fine of $50.

NEW BUSINESS

Maintenance Review – As per the maintenance schedule provided by the developer, some exterior maintenance items pertaining to the building envelope must be checked and any repairs identified must be addressed in order to maintain the warranty.

Gateway provided two estimates from engineering companies. Upon review of the estimates it was moved, seconded and **unanimously carried** to retain VVV Engineering to proceed with the work as outlined.

The engineer will also be asked to investigate the cause of the vibration transfer from an air conditioning unit in the underground parking into a suite on the ground floor of the Heather building.

Maintenance of Stones on the Exterior Walls of the Heather Building – The stones have a build-up of algae and moss and the best method of maintenance is being investigated with the company that installed it. Tabled for next meeting.

Compressor Replacement – Two estimates have been provided for replacement of a compressor for an air conditioning unit that serves the electrical room in the underground parking. Tabled for further discussion via email.

Pressure Washing of the Underground Parking - Arrangements will be made to pressure wash the underground parking. Notices will be sent to residents to remove their cars for the duration of the work.

Proposed Budget and Annual General Meeting - The proposed budget for the next fiscal year has been discussed and some amendments made. This will be presented to the Owners for approval at the Annual General Meeting on April 19, 2010.

FINANCIALS

Operating Statements – There being no errors and omissions it was moved, seconded and **unanimously carried** to approve the operating statements for October, November and December 2009 and January 2010 as circulated.

Arrears – The current arrears report was presented. The Strata Council was very satisfied with the low level of outstanding amounts and it was moved, seconded and **unanimously carried** to continue to charge late payment fines and place liens, plus charges, on all accounts in arrears, as per the Bylaws.

NEXT MEETING

The next meeting will be the Annual General Meeting to be held on Monday, April 19, 2010 at 6:30pm in the community room in the Heather building (2821 Heather Street). The required Notice of the Meeting will be sent to all Owners.

TERMINATION

As there was no further business, the meeting was adjourned at 8:55 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.

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

Main Switchboard: 604-635-5000
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① 773 998 6646 Jonathan - 1pm

② Hemi Sin - remax - 649 8622
Denise Denise 1pm Remax

③ Mike Ram -

waybill - 5372 4502 090

~~right out~~ terminal
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April 12 Dr. Appt
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GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
JANUARY 20th, 2010

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	Wendy Donaldson	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Cynthia Tomlin	- Strata Council Member
	Sam Wyatt	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	Nathan Hildebrand	- Strata Council Treasurer
	Tom Grant	- Strata Council Member VCH

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

GUEST:

The owner of a suite on the 6th floor of the Heather building attended the meeting to request that the six months term for rental of the parking stalls belonging to the Strata Corporation be removed. The Strata Council explained that this decision had been made to accommodate other owners interested to renting an extra parking stall.

Following discussion, being that there were two stalls available with four interested owners, a draw then took place. The two owners drawn will be contacted and advised and the two remaining owners will be contacted to confirm their names being placed on a wait list

RESIDENT MANAGER REPORT:

The Resident Manager updated the Strata Council on the main issues in the building, among other things

- National Hydronics fixed a malfunctioning water pump that was causing a lack of hot water;
- City Air Ducts completed the cleaning of the dryer vents; and
- Vancouver Fire Prevention completed the annual fire inspection of the fire equipment.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON NOVEMBER 19 2009

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING:

Deficiencies – The remaining items that were to be addressed by the developer have been completed with the exception of a couple which are in progress. Also the leveling and re-setting of the pavers in the courtyard has been tabled until spring.

The Council also reviewed the maintenance list, originally provided by the developer and unanimously decided upon five annual maintenance items that will be addressed in the new fiscal year. Gateway has been instructed to provide an estimate for next meeting, to be included in the proposed budget to be presented to the owners at the April Annual General Meeting.

Playground in the Park – The following was discussed:

- Vancouver Coastal Health (VCH) will replace the xylophone on the playground with a quite interactive game - the driver panel;
- Rick MacDonald Contracting installed a fence around the exhaust opening, to prevent children from playing on top of it.

Dryer Vents – City Air Duct completed the cleaning the dryer ducts. At the same time the vents located on the underside of the balconies (louvered style) have been altered by removing every second slat thus allowing for better air flow.

There were four suites where water was found in the duct – these owners will be notified and asked to monitor the condition of the ducts in the future, with the new type vents. Also, these owners will be advised again to run the dryers on empty on the fluff cycle for about 20 minutes to ensure that the air in the ducts is completely dried out after use. These ducts will be re-inspected in six months. For the rest of the building, cleaning will be done once per year.

Electrical Vault Maintenance – Houle Electric completed the last test on the electrical vault on the night of December 5, 2009. The small elevator in the Heather building (from the ground floor to P2) did not work during the power outage and the cause is currently being investigated by ThyssenKrupp Elevators.

Landscaping – Tabled for the next meeting.

Snow Removal Contract – Following discussions by email regarding the over-application of salt on the property, Direct Line Commercial Property Services Ltd. was requested to cancel the salting from the contract and only remove the snow when it reached three inches. Westcoast Building maintenance has then been contracted to apply the snow melting material upon instructions from the Strata.

Cleaning the Drains Throughout the Property – Service Master Clean cleaned all the drains and found a couple plugged with construction debris. The developer is in the process of unplugging the two drains.

CORRESPONDENCE

Letter #1 – A letter was sent to a suite on the 3rd floor in the Avenue building regarding not waiting for the parking gate to close. The resident responded in writing that there must be an error as she was working on day in question and provided a letter from the employer.

Letter #2 – Two letters were sent to a suite on the 3rd floor in the Heather building regarding not waiting for the gate to close at the entrance to the parkade and also for having an oil stain in the stall for a long time. The residents apologized in writing and advised that the oil stain has been cleaned. The Strata Council unanimously agreed to apply the minimum fine of $50 to ensure that such incidents do not re-occur in the future.

Letter #3 – A letter was sent to the owner of a suite on the 7th floor in the Heather building regarding tailgating through both gates. This being the second offence within the four months since their moving into the building, and although the tenant responded in writing disputing the accusation, the Strata Council unanimously agreed to apply a fine of $100 to this account.

Letter #4 – A letter was sent to a suite on the 10th floor in the Heather building regarding tailgating through both gates. The owner responded in writing that the facts were actually opposite. A Council member will be looking further into this incident and provide a recommendation to Council.

Letter #5 – A letter was sent to the resident of a suite on the 4th floor in the Heather building regarding tailgating in the parking lot, driving at high speed and parking in visitor parking and in the daycare stalls several times, despite several written notices being placed on the dash. Based on the nature of the offences and the fact that there was no contact from this resident, the Strata Council unanimously agreed to apply the maximum fine of $200 to this account.

Letter #6 – A letter was sent by the owner of a suite on the 2nd floor in the Heather building reporting residents smoking in the car while parking in the underground parking. The Strata Council advised the resident to call the police in such instances.

Letter #7 – A letter was sent by the owner of a suite on the ground floor in the Heather building reporting continuing vibration noise from the air conditioning unit below. Gateway has been instructed to retain the services of an engineer to investigate the source and solution for this problem.

Letter #8 – A letter was sent by a resident of a suite on the 7th floor in the Heather building regarding pet owners that do not clean the hallways of continuous hair and paw prints.

Letter #9 – A letter was sent by another owner of a suite on the 7th floor in the Heather building reporting that the dog hair often lands in the neighbours' suites, the dogs often make noise as they are being allowed to play and run around in the hallway. Gateway has been instructed to send letters to the dog owners on that floor advising of the nuisance they are causing to their neighbours.

Letter #10 – The owner of a suite on the 8th floor in the Heather building suggested that the Council purchases plastic holders for notices, and place them in the elevators. The Council did not agree with this recommendation.

Letter #11 – The owner of a suite on the 2nd floor in the Heather building reported that residents sometimes leave food, containers and/or cups next to the mailboxes.

RESIDENTS ARE REMINDED THAT THE HALLWAYS, LOBBIES AND ALL THE COMMON AREAS ARE TO BE KEPT CLEAN IN ORDER TO PRESERVE THE GOOD VALUE OF THE PROPERTY.

Letter #12 – The owner of a suite on the 9th floor in the Heather building reported dirt and staining on the face of the exterior wall of this building. Gateway has been instructed to contact the masonry firm who installed the exterior wall and ask for advice regarding proper cleaning and sealing of the wall.

Letter #13 – The owner of a suite of the 3rd floor in the Avenue building reported that during the time they are wheeled outside the parking and the time they are emptied, a binner always removes the cans/bottles from the recycling bins. No action is required.

NEW BUSINESS

Visitor Parking During the Olympics – During the Olympics the visitor parking area will be monitored and Bylaws strictly enforced.

NO VISITOR PARKING EXTENSIONS WILL BE APPROVED DURING THE OLYMPICS – BETWEEN THE DATES OF FEBRUARY 4TH AND MARCH 1ST, 2010.

OWNERS ARE REMINDED THAT THEY ARE NOT ALLOWED TO PARK IN THE VISITOR PARKING AREA.

OFFENDERS WILL BE TOWED AWAY IMMEDIATELY WITHOUT FURTHER WARNING.

BYLAW 7.6

Exterior Christmas Lights and Decorations –

RESIDENTS ARE REMINDED THAT, ACCORDING TO THE BYLAWS, ANY EXTERIOR CHRISTMAS LIGHTS/DECORATIONS WERE TO HAVE BEEN REMOVED BY JANUARY 15TH, 2010.

BYLAW 7.1(W)

Speed Limit in the Underground Parking –

RESIDENTS ARE REMINDED THAT ACCORDING TO THE BYLAWS THE MAXIMUM SPEED ALLOWED WHILE DRIVING IN THE UNDERGROUND PARKING is 10 km per hr

Year End Audit – It was discussed that the proposed budget should allow for about $6,000 for an audit, as per the requirements of the Strata Property Act.

FINANCIALS

Operating Statements – The discussion of the financial statements has been tabled for next meeting as the Treasurer could not attend the meeting.

Arrears – The current arrears report was presented. The Strata Council was very satisfied with the low level of outstanding amounts and it was moved, seconded and **unanimously carried** to continue to be charge late payment fines and place lien charges to all accounts in arrears, as per the Bylaws.

NEXT MEETING

The next meeting will be held on Wednesday, March 10, 2010 at 6:30pm in the lounge. The proposed budget for the next fiscal year will be discussed at that time.

TERMINATION

As there was no further business, the meeting was adjourned at 9:25 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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GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
NOVEMBER 19, 2009

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Wendy Donaldson	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Nathan Hildebrand	- Strata Council Treasurer
	Cynthia Tomlin	- Strata Council Member
	Sam Wyatt	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	Kevin Ma	- Strata Council President
	Tom Grant	- Strata Council Member VCH

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

GUEST 1:

The tenants of a suite on the 5th floor of the Avenue building attended the meeting to apologize for cigarette butts being thrown over the balcony by certain guests of theirs. The Strata Council thanked them for attending the meeting and after further discussion, it was unanimously agreed to apply a minimum fine of $50 for this bylaw infraction.

GUEST 2:

The tenants of a suite on the 5th floor in the Avenue building attended the meeting to apologize for excessive noise originating from their suite and causing a nuisance to their neighbours. The Strata Council thanked the tenant for attending the meeting and after further discussion, based on the details provided to Council and the fact that this was a repeat offense, it was unanimously agreed to apply the maximum fine of $200 to this account.

GUEST 3:

The owner of a suite on the 3rd floor of the Heather building attended the meeting to question a report provided to Council regarding a tailgating incident in the parkade. The Strata Council thanked the tenant for attending the meeting and after further discussion, it was unanimously agreed to apply the minimum fine of $50 for this bylaw infraction.

GUEST 4:

The owner of a suite on the 6th floor of the Avenue building attended the meeting to apologize for an incident when they left their car in the car wash bay for a prolonged period of time hindering access to other residents. The Strata Council thanked the tenant for attending the meeting and received assurances that such actions would not occur in future.

GUEST 5:

The tenant of a suite on the 4th floor of the Heather building attended the meeting to apologize for leaving a large unfolded cardboard box in the garbage room. The Strata Council thanked the tenant for attending the meeting and advised that this cannot happen again in the future.

RESIDENT MANAGERS REPORT:

The Resident Manager updated the Strata Council on certain issues concerning the building:

- National Hydronics repaired the bearings and replaced a belt on one of the air handling units on the roof of the Heather building which was causing an excessive noise;
- The lounge has been rekeyed to allow for card access only; and

RESIDENTS ARE REMINDED TO CARRY THEIR COMMON AREA KEYS. IN THE CASE OF A POWER OUTAGE THE ACCESS CARD SYSTEM WILL NOT WORK AND YOU WILL NEED YOUR COMMON AREA KEY TO GET INTO THE STAIRWELL TO ACCESS YOUR SUITE.

- it was noted that the recycling bins again are not being used properly, according to the instructions on the blue bins.

RESIDENTS ARE REMINDED TO RECYCLE ALL ITEMS ONLY AS PER THE INSTRUCTIONS ON THE BLUE BINS.

IF DIFFERENT ITEMS (OR GARBAGE) ARE PLACED IN THE WRONG BIN, THE RECYCLING COMPANY WILL REFUSE TO EMPTY THE RESPECTIVE BIN UNTIL THE ITEMS ARE PROPERLY SORTED.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON SEPTEMBER 24, 2009

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING:

Deficiencies – The remaining items to be addressed by the developer have been compiled in a list and a site meeting took place with the Strata Council, the Developer and the Property Manager, to ensure there is clarity as to what each item is. The Developer is addressing the issues and will report when completed.

Playground in the Park – The following was discussed:

- Vancouver Coastal Health (VCH) will replace the xylophone on the playground with a quiet, interactive game - a driver panel, which Council has been advised does not produce any noise; and
- Rick MacDonald Contracting will install a small metal fence around the exhaust opening by the Avenue building, to prevent children from playing on top of it.

Dryer Vents – It was moved, seconded and **unanimously carried** to proceed with City Air Duct to clean the dryer ducts and vents. Concurrently, the vents located on the underside of the balconies (louvered style) will be altered by removing every second slat thus allowing for better air flow.

Address Plates for Units Along 12th Avenue – Following confusion on prices quoted for the address plates, the revised estimate was considerably higher and therefore Strata Council considered that the expense was not warranted. It was unanimously agreed to table this issue for discussion at the next Annual General Meeting.

All owners who installed individual addresses will be asked to remove them in accordance with the Bylaws.

Electrical Vault Maintenance – Houle Electric will perform the second and final test on the electrical vault on the evening of December 5, 2009. Despite all efforts to change the date from a Saturday, BC Hydro was not able to offer an alternate date.

Landscaping – Three estimates for a yearly maintenance contract have been provided for Council review and will be discussed at the next meeting.

Year End Financial Statements Review – The final report from Smythe Ratcliffe LLP has been provided. The report identified no issues. Any owners interested in reviewing the report can contact Gateway.

Sinking Pavers – The pavers in the courtyard are scheduled to be repaired, most likely during the spring of 2010. In anticipation of such damage occurring again in the future, Gateway has been instructed to obtain an estimate for the cost to install concrete throughout the courtyard area.

Snow Removal Contract – Following review by email of the estimates for snow removal, it was moved, seconded and **unanimously carried** to retain Direct Line Commercial Property Services Ltd., as they do the same work for VCH and offered a fair price for our building.

Cleaning the Tiles in the Lobbies and Elevators – Westcoast Building maintenance completed the above work.

CORRESPONDENCE

Letter #1 – A letter was sent to a suite on the 7th floor in the Heather building regarding not waiting for the gate to close at the entrance in the parkade. The tenant responded in writing that they were new to the building and not aware of the Bylaws. Following discussion, Strata Council unanimously agreed to apply the minimum fine of $50 for the Bylaw infraction.

IT IS THE RESPONSIBILITY OF EACH OWNER TO HAVE READ THE BYLAWS IN ORDER TO BE COMPLIANT WITH THEM, AND FUTHERMORE, IT IS THE RESPONSIBILITY OF OWNERS TO PROVIDE A COPY OF THE BYLAWS TO THEIR TENANTS AND ADVISE THEM THAT THEY MUST ADHERE TO THE BYLAWS WHILE RESIDING AT TAPESTRY.

GOING FORWARD, STRATA COUNCIL WILL NO LONGER ACCEPT "FAILURE TO BE AWARE" OR PLAIN "IGNORANCE" OF THE BYLAWS AS EXCUSES WHEN HANDLING BYLAW INFRACTIONS.

Letter #2 – A letter was sent to a suite on the 2nd floor in the Heather building regarding not waiting for the gate to close at the entrance of the parkade. The tenants and the agent responded in writing that they were aware of the Bylaws and may have failed to wait for the gate by mistake. After discussion, Strata Council unanimously agreed to apply the minimum fine of $50 for the Bylaw infraction.

Letter #3 – A letter was sent to the owner of a suite on the 9th floor in the Heather building regarding parking in the visitor parking area for extended periods of time. The owner advised in writing that she was not aware of the Bylaws. It was noted that the car had been towed on multiple occasions in addition to having been provided multiple warning notices, therefore, following discussion, Strata Council unanimously agreed to apply the maximum fine of $200 to this account.

Letter #4 – A letter was sent to a suite on the 2nd floor in the Avenue building regarding not waiting for the gate to close at the entrance in the parkade. The owner responded in writing that the tenants had moved out without paying rent and could not be located. Following discussion, under the circumstances, Strata Council unanimously agreed to close the issue.

Letter #5 – A letter was sent to the owner of a suite on the 2nd floor in the Heather building regarding tailgating in the parkade. The owner responded in writing and advised that he had switched parking stalls with a neighbour. The letter will be re-directed to the proper suite.

Letter #6 – A letter was sent by the owner of a suite on the 3rd floor in the Heather building requesting permission for short term rental of the suite during the Olympics. The Strata Council approved the request provided the proper due diligence is undertaken.

Letter #7 – A letter was sent by the owner of a suite on the 8th floor in the Heather building requesting permission to make alterations that would affect the exterior of the building envelope. The Strata Council denied the request.

Letter #8 – A letter was sent to the owner of a suite on the 2nd floor in the Avenue building regarding a continuous oil spill from a car in the parkade. Following discussion, and as this was the second letter sent on the same issue, and failing any action from the first letter, it was resolved to clean the oil spill and charge back such costs to the owner.

Letter #9 – A letter was sent by the owner of a suite on the 2nd floor in the Heather building requesting permission to make a minor alteration inside the suite to enclose the loft sleeping area. The Strata Council approved the request provided the proper due diligence is undertaken.

Letter #10 – The owner of a suite on the 3rd floor in the Heather building reported a break in which occurred in the parkade on the evening of October 13th, which resulted in several cars having been broken into and vandalized.

SUCH BREAK IN INCIDENTS CAN BE MINIMIZED BY ALL OWNERS AND RESIDENTS BEING DILIGENT AND WATCHING FOR ALL GARAGE GATES TO COMPLETELY CLOSE BEHIND THEM TO PREVENT ANY STRANGER ACCESS INTO THE BUILDINGS.

Letter #11 – The owner of a suite on the ground floor in the Heather building reported cigarette butts landing on her patio. Notices have been provided to all the suites above.

Letter #12 – The owner of a suite on the 9th floor in the Heather building reported dirt and staining on the face of the exterior wall of this building. Unfortunately, this is due to the specific type of stone used per the design. Some areas on the lower sides of the buildings will be pressure washed next spring to remove moss and algae.

NEW BUSINESS

Electrical Network Expansion Along West 13th Avenue – Following a concern expressed by an owner, a letter was sent to BC Hydro inquiring about the shielding to be done to the high voltage wiring. A response has been received advising that all measures are being taken to ensure there are no health concerns for the residents in the area.

Cleaning Drains Throughout the Property – Two estimates have been obtained, to clean drains in the parking area, in the ventilation shafts, on the roofs, etc. Tabled for further discussions via email.

Wait For the Gate – The notice posted throughout the building is attached to these minutes for all owners.

FINANCIALS

Operating Statements – There being no errors and omissions it was moved, seconded and **unanimously carried** to approve the operating statements for August and September 2009, as circulated.

Arrears – The current arrears report was presented. The Strata Council was very satisfied with the low level of outstanding amounts and it was moved, seconded and **unanimously carried** to continue to charge late payment fines and place lien charges to all accounts in arrears, as per the Bylaws.

NEXT MEETING

The next meeting will be held on Wednesday, January 20, 2010 at 6:30 p.m. in the lounge.

TERMINATION

There being no further business, the meeting was terminated at 9:15 P.M.

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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WAIT

For The

GATE

To ALL Tapestry Residents

This is another reminder that you **MUST** wait for the gate to close before proceeding to your parking stall or exiting the parking lot. This also includes the inside gate between the visitors lot and the residents lot.

PLEASE NOTE:

When someone is in front of you, **DO NOT TAILGATE** them, let them move forward before proceeding to swipe your fob.

If you are witnessed failing to wait for the gate(s) to close, or tailgating, you will be asked to comply with the bylaw. Fines will then be issued accordingly. The maximum fine is $200 per offence.

Thank you for your cooperation in complying with this bylaw.

GATEWAY PROPERTY MANAGEMENT CORPORATION and your
STRATA COUNCIL for BCS2645

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
SEPTEMBER 24, 2009

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	Wendy Donaldson	- Strata Council Vice-President
	Nathan Hildebrand	- Strata Council Treasurer
	Cynthia Tomlin	- Strata Council Member
	Sam Wyatt	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	John Kim	- Strata Council Secretary
	Tom Grant	- Strata Council Member VCH

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

GUEST 1:

The owner of a suite on the ground floor of the Avenue building requested permission to install hardwood floors in the unit, on top of the original wood flooring. Based on the specifics, the Strata Council approved the request.

GUEST 2:

The tenant in a suite on the 6th floor in the Heather building attended the meeting to apologize for replacing the tires on her car on the daycare parking lot, taking up three parking stalls and thus causing a nuisance to the daycare personnel. The Strata Council thanked the tenant for attending the meeting.

RESIDENT MANAGER REPORT:

The Resident Manager provided the Strata Council with an update of certain issues in connection with the building:

- During the power outage while the electrical vault was being tested, the elevators were not in operation with the back-up generator. This is currently being investigated with ThyssenKrupp Elevators;

- Dog urine and feces have been frequently discovered in the hallways of the Avenue building., – The Strata Council will be monitoring to identify the dog and owner and once determined, a fine will be applied. Pet notices will be posted on all bulletin boards;
- It was brought to the attention of the landscaping crew at VCH that the weeds should again be removed from the beds in the park;
- Rain sensors for water sprinklers have been installed.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON JULY 15, 2009

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING:

Deficiencies – The Strata Council examined the deficiency reports from the developer and compiled a list of items that were not addressed or were not addressed properly. The list will be finalized and discussed at the next meeting.

Playground in the Park – The following was discussed:

- Vancouver Coastal Health (VCH) provided estimates for installing alternative types of apparatus to replace the xylophone on the playground. The Strata Council approved the purchase of a replacement apparatus;
- Rick MacDonald Contracting provided an estimate to install a small metal fence around the exhaust opening, to prevent children from playing right above it. It was moved, seconded and **unanimously carried** to proceed with the installation provided the fence matches the current colour of the existing fences.

Dryer Vents – There have been two reports of water stains on the living room ceilings due to plugged dryer vent covers. City Air Duct cleaned the ducts and reported that the lint accumulation was only at the cover and not further into the ducts. Gateway has been instructed to report on the following:

- the estimates to install different types of vent covers or to modify the existing ones to allow for better air flow – this should be done at the same time as the duct cleaning;
- to plan for performing the cleaning of the dryer ducts again, one year after the first cleaning – owners should be requested to be at home at the time of the cleaning, to run the dryers to prevent any blow back ;

- to request a very detailed report regarding any problems that the technicians may identify during the cleaning process.

Address Plates for Units Along 12th Avenue – The numbers for the addresses have been ordered. They will be installed right below the light fixture beside each patio gate.

All owners who installed individual addresses will be asked to remove them.

Electrical Vault Maintenance – Houle Electric performed the first step of the maintenance testing and will return in December for phase two.

It was unanimously agreed that the elevator technician should be present on that night in order to determine why the elevators are not properly connected to the generator.

Landscaping – Moscone sent a letter to the Strata Council identifying dead or dying vegetation that will be replaced in the fall. Also, estimates are being obtained from other companies for the new landscaping year.

Year End Financial Statements Review – The draft financial statement review engagement report from Smythe Ratcliffe, Chartered Accountants was provided to the Strata Council for review. The report identified no issues. The Strata Council unanimously approved the draft report. The final report will be received shortly.

Sinking Pavers – Following a site meeting with Moscone, a letter was received to acknowledge that the pavers in the courtyard will be repaired at no cost to the Strata Corporation.

Snow Removal Contract – Two estimates for snow removal were presented for Council review. Gateway has been instructed to obtain one more estimate. A decision will be made via the email, before the next meeting.

Fire Alarm System Back-up – A letter was received from Mircom, regarding the option to install a back-up for the fire system in case of system failure. However, after investigation with Mircom and Vancouver Fire, it was unanimously agreed that current procedures are sufficient and appropriate and such proposal was not necessary.

Wood Veneer Strips in the Hallways – Certain wood veneer strips in the hallways are peeling off from the walls. This will be brought to the attention of the developer as an item on the deficiency list.

CORRESPONDENCE

Letter #1 – A letter was sent to a suite on the 3rd floor in the Avenue building regarding tailgating a car at the entrance in the parkade. The owner responded in writing that this was a misunderstanding. A letter will be sent advising that in order to avoid such misunderstandings in the future, all residents entering the parking behind another car should wait for the gate to completely close before using their remotes to open it again.

Letter #2 – A letter was sent to a different suite on the 3rd floor in the Avenue building regarding tailgating a car at the entrance in the parkade. The owner responded in writing that this was a misunderstanding. A letter will be sent as above.

Letter #3 – A letter was sent to the owner/tenant of a suite on the 4th floor in the Heather building regarding unfolding cardboard boxes. This was tabled for next meeting due to the fact the tenant wanted to attend the meeting but could not attend because the meeting was rescheduled.

Letter #4 – A letter was sent to the owner of a suite on the 4th floor in the Avenue building regarding excessive noise emanating from the suite. The owners advised that this must be an error as the suite had been vacant for two months. An apology letter will be sent.

Letter #5 – A letter was sent to the owner of a suite on the 4th floor in the Avenue building regarding delivery items being left in the common area too long. The owner apologized and advised that this will not occur in the future.

Letter #6 – A letter was sent to the owner/tenant of a suite on the 2nd floor in the Heather building regarding moving out without notice and through the front door. Both the owner and tenant apologized for not knowing the rules of the building. A letter will be sent to the owner advising that it is the responsibility of each owner to inform the tenants about the Bylaws. Any future such incidents will result in fines being applied to the owner's account.

Letter #7 – A letter was sent to a suite on the 6th floor in the Avenue building regarding tailgating a car at the entrance in the parkade. The owner responded

in writing that this was a misunderstanding. A letter will be sent advising that in order to avoid such misunderstandings in the future, all residents entering the parking behind another car should wait for the gate to completely close before using their remotes to open it again.

Letter #8 – The owner of a suite on the 5th floor in the Avenue building expressed concern regarding the BC Hydro expansion along 13th Avenue. A letter will be sent to BC Hydro inquiring about their plans to shield the magnetic field.

Letter #9 – The owner of a suite on the 5th floor in the Avenue building reported an incident with a car being parked in the car wash stall for a very long time. A letter will be sent to the owner of the car.

Letter #10 – The owner of a suite on the 8th floor in the Heather building reported that Moscone left a coffee cup on the green roof. This was brought to the attention of the landscapers.

Letter #11 – The owner of a suite on the 2nd floor in the Avenue building requested that the parcel box in the lobby be used for Canada Post parcels. Due to the possible problems that would arise from this, the Strata Council unanimously decided not to proceed with this.

Letter #12 – The owner of a suite on the 8th floor in the Heather building reported that one of the top floor units in the Avenue building has some items on the patio that are an eyesore. A letter will be sent.

Letter #13 – An owner of a suite on the ground floor in the Avenue building reported that a dog is being allowed to urinate and defecate all over the common hallways and the lobby. Notices will be posted in an effort to identify this dog.

NEW BUSINESS

Cleaning the Tiles in the Lobbies and Elevators – It was moved, seconded and **unanimously carried** to hire Westcoast Building maintenance to scrub all the areas as per the quote provided.

Pet Registration Forms – It was noted that residents do not register their pets in accordance with the Bylaws.

Please see the form attached to these minutes – take a moment to fill it in with the details of your pet and then send it to your Strata Council either by giving it to the Resident Manager, Violeta, or by dropping it into the Council's mailbox in the Heather building.

PETS

2.9(2) AN OWNER OR OCCUPANT OF A RESIDENTIAL STRATA LOT THAT KEEPS A DOG, CAT OR OTHER NON-CAGED ANIMAL IN HIS OR HER STRATA LOT, EITHER PERMANENTLY OR TEMPORARILY, WILL REGISTER THAT PET WITH THE COUNCIL BY PROVIDING TO THE COUNCIL A WRITTEN NOTICE, SIGNED BY THE OWNER SETTING OUT THE NAME, BREED AND COLOUR OF THE PET, THE STRATA LOT NUMBER OF THE STRATA LOT IN WHICH THE PET IS KEPT, THE NAME AND TELEPHONE NUMBER OF THE OWNER OF THE PET AND THE LICENCE NUMBER OF THE PET (WHEN THE PET IS REQUIRED TO BE LICENSED), AND WILL ONLY KEEP A PET IN HIS OR HER STRATA LOT IN COMPLIANCE WITH THESE BYLAWS.

New Emergency Call System –

PLEASE BE ADVISED OF A CHANGE IN THE PROCEDURE IN CASE OF AN EMERGENCY:

CALL 604-635-5000 AND PRESS 1

YOU WILL BE TRANSFERRED TO A LIVE DISPATCH WHO WILL ADDRESS THE PROBLEM.

FINANCIALS

Operating Statements – There being no errors and omissions it was moved, seconded and **unanimously carried** to approve the operating statements for June and July 2009 as circulated.

Arrears – The current arrears report was presented. The Strata Council was very satisfied with the low level of outstanding amounts and it was moved, seconded and **unanimously carried** to continue to be charge late payment fines and place lien charges to all accounts in arrears, as per the Bylaws.

NEXT MEETING

The next meeting will be held on Thursday, November 19, 2009 at 6:30pm in the lounge.

TERMINATION

As there was no further business, the meeting was adjourned at 8:55 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.

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
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sirwin@gatewaypm.com

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
JULY 15, 2009

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	Wendy Donaldson	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Nathan Hildebrand	- Strata Council Treasurer
	Cynthia Tomlin	- Strata Council Member
	Sam Wyatt	- Strata Council Member
	Tom Grant	- Strata Council Member VCH
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

RESIDENT MANAGER REPORT:

The Resident Manager provided the Strata Council with an update of certain issues in connection with the building:

- the parking gate was upgraded to minimize vibration to the suite above it;
- a metal railing was damaged by a moving truck – the owner moving in will be charged for the damage, from the security deposit;
- the tiles in the lobbies and the elevators are getting stained by spills and in need of a professional polish.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON MAY 12, 2009

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING:

Deficiencies – The Strata Council will examine the deficiency reports from the developer and compile a list of items that were not addressed or were not addressed

properly. Afterwards the advice of an engineering firm will be sought and these items will be brought to the attention of the developer, for further discussion.

At the same time, the maintenance plan as provided by the developer will be reviewed and steps will be taken to address the items as needed.

Playground in the Park – The following was discussed:

- following receipt of several complaints from owners regarding the excessive noise originating from the xylophone which is part of the playground equipment, Vancouver Coastal Health ("VCH") was approached and requested to look into replacing this particular apparatus with a different, less noisy one. It was moved, seconded and **unanimously carried** to share the cost of such a replacement equally with the VCH. The Council members will work together to chose a different type of game for the playground equipment;
- the shrub beds in the park area are not properly maintained by the VCH landscaping crew – the representative from VCH volunteered to investigate this problem and to ensure that the maintenance is done at appropriate standard;
- there are some areas in the park where the ground is very moist and mushy – the representative from VCH volunteered to investigate this problem;
- children playing at the playground often run around and climb over the concrete structure which hides the exhaust fans from the parking – this is a hazard therefore the installation of a small metal fence around the opening will be investigated.

Dryer Vents – Following circulation of questionnaires to residents requesting reports regarding any malfunctioning dryer vents, minimal response was received therefore the matter was tabled for a later date.

Address Plates for Units Along 12th Avenue – A sample of the lettering was presented and accepted by the Strata Council. Prices will follow. These will be installed on all ground units of both the Avenue and Heather building.

Electrical Vault Maintenance – Three estimates were discussed – it was noted that this work must be done either on an evening or on a Saturday, in order not to disrupt the activity of the daycare. Tabled for next meeting.

Landscaping – It was noted that the landscaping crew is not providing proper service therefore a letter will be sent to Moscone. Also, estimates will be obtained from other companies for the new landscaping year.

On a different note, the Strata Council approved the installation of two rain sensors on the irrigation system – these will be installed shortly.

Year End Fiscal Audit – This is in the process of completion. Tabled for next meeting.

Window Washing – Skywalker HighRise Services completed the window washing.

Waiting for the Garage Gate – It was noted that several owners wrote letters thanking the Strata Council for their efforts regarding the security of the building, by enforcing the Bylaws regarding the obligation of all residents to wait for the gate to close behind them when exiting or entering the parkade. The Strata Council also appreciated the efforts of some residents who identified and reported incidents when offenders did not abide by these security requirements and tailgated. Fines have been applied and will continue to be applied accordingly.

CORRESPONDENCE

Letter #1 – The owner of a suite on the 8th floor in the Heather building reported excessive noise originating from the suite above. The residents of the suite above responded to the letter from the Council apologizing for the noise however advising that a certain level of noise is to be expected in a multifamily building. No fines were applied.

Letter #2 – A letter was sent to the residents of a suite on he 6th floor in the Avenue building, requesting removal of the two bikes that were being kept on the balcony. The residents of the suite apologized for the issue and removed the bikes. No fines were applied.

Letter #3 – A letter was sent to the owner of a suite on the 5th floor in the Avenue building regarding parking violations. The owner acknowledged the issues and apologized. No fines were applied.

Letter #4 – The owner of a suite on the 5th floor in the Avenue building requested reversal of the late payment fines applied to his account. The request was denied.

Letter #5 – A letter was sent to the owners of a suite on the 5th floor in the Heather building regarding their not waiting for the garage gate. The resident apologized for the incident. No fines were applied however if such a situation should reoccur, the maximum fine will be applied.

Letter #6 – A letter was sent to the owner of a suite on the 6th floor in the Heather building regarding parking violations. As no response was received from this owner, it was moved, seconded and **unanimously carried** to levy a $200 fine to this account.

Letter #7 – The owner of a suite on the 6th floor in the Heather building requested permission to install hardwood floors. The Strata Council approved the request provided that proper underlay is installed and an assumption of liability is signed by the owner.

Letter #8 – The owner of a suite on the 2nd floor in the Heather building requested permission to install hardwood floors. The Strata Council approved the request provided that proper underlay is installed and an assumption of liability is signed by the owner.

Letter #9 – The owners of two suites on the ground floor in the Avenue building requested permission to make alterations to the patio area. The Strata Council approved the request provided the work is done according to the plans provided and an assumption of liability is signed by each owner.

Letter #10 – The owner of another ground floor suite in the Avenue building requested permission to install hardwood floors and put some potted plants onto the patio area. The Strata Council approved the request provided that proper underlay is installed with the hardwood and that the plant pots are not affixed to the patio. An assumption of liability must be signed by the owner.

Letter #11 – The owner of a suite on the 3rd floor in the Avenue building reported excessive noise originating from a suite above. A letter will be sent.

Letter #12 – It was noted that a specific parking stall has a huge oil stain that needs to be cleaned by the owner. A letter will be sent.

Letter #13 – Two owners reported incidents with other residents trying to tailgate and enter the parking behind them. Letters will be sent to the offenders.

NEW BUSINESS

Sinking Pavers – The pavers are sinking on a large area of the driveway – an estimate will be provided by Moscone to remove them, add soil and then set the pavers back into place.

Dog Signs – Upon reviewing prices for such signs, it was agreed that the necessary signs would be purchased by council from a reasonably priced vendor.

Snow Removal Contract – In preparation for the winter season, estimates are now being obtained for snow removal contract.

Fire Alarm System Back-up – A letter was received from Mircom, regarding the option to install a back-up for the fire system in case of a system failure. Tabled for next meeting.

FINANCIALS

Operating Statements – There were some questions on the financial statements, which were addressed the week following the meeting and therefore being no errors and omissions it was moved, seconded and **unanimously carried** to approve the operating statements for April and May 2009 as circulated by email.

Arrears – The current arrears report was presented. The Strata Council was very satisfied with the low level of outstanding amounts and it was moved, seconded and **unanimously carried** to continue to charge late payment fines and place lien charges to all accounts in arrears, as per the Bylaws.

NEXT MEETING

The next meeting will be held on Thursday, September 10, 2009 at 6:30pm in the lounge.

TERMINATION

As there was no further business, the meeting was terminated at 9:25 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.

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

Administrative Assistant:

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MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
MAY 12, 2009

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	Wendy Donaldson	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Cynthia Tomlin	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	Sam Wyatt	- Strata Council Member
	Nathan Hildebrand	- Strata Council Treasurer
	Tom Grant	- Strata Council Member VCH
GUESTS:	Owners as below	

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

IN CAMERA SESSION

Strata Council held an *In Camera* session.

PARTY AND EXCESSIVE NOISE:
(Suite on the 8th Floor in the Heather Building)

The owner of a suite on the 8th floor in the Heather building attended the meeting to apologize for excessive noise and nuisance caused to several neighbours which resulted from a a party.

The Strata Council thanked the owner for attending the meeting. Following discussion, it was agreed that no fines would be charged at this time, however future situations will be closely monitored.

(The owner left the meeting at 7:30PM).RESIDENT MANAGER REPORT:

The Resident Manager updated the Strata Council on certain issues in the building:

- the garage gate was damaged by a contractor and the repair invoice will be charged back to the company;

- some bricks in the retaining wall by the entrance of the driveway were damaged by a car – the repairs have been covered under an ICBC claim;
- some malfunctioning sprinkler heads were adjusted by Moscone Bros; and
- a recommendation was made to have rain sensors installed to the sprinkler system.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON MARCH 5, 2009

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING:

Deficiencies – The developer provided reports to advise that most of the deficiency items listed on the report from Morisson Hershfield and on the list prepared by the Strata Council have been addressed.

The final discussion was tabled for the next meeting, at which time the maintenance plan as provided by the developer will be reviewed and steps will be taken to address the items as needed.

Security – For security reasons, Action Lock has now locked the fire door on the ground floor of the Heather building to allow key access only.

Parkade Pressure Washing – Skywalker Highrise Services completed the pressure washing of the underground parking.

Insurance Renewal – The insurance coverage renewal was provided for Council's information.

CORRESPONDENCE

Letter #1 – The owner of a suite on the 2nd floor in the Avenue building reported that a suspicious odour (strong tobacco) emanating from a neighbouring suite. Once the suite has been determined, a letter will be forwarded to request for neighbourly consideration to avoid this nuisance.

Letter #2 – The owner of a suite on he 4th floor in the Heather building forwarded some suggestions to address the issue of gate security and waiting for the gate to come down before proceeding to individual parking stalls. The Strata Council is considering various

options, which includes strict enforcement under the Bylaws in the upcoming months.

RESIDENTS ARE REMINDED THAT UNDER SECTION 7.7(5) OF OUR BYLAWS, YOU ARE REQUIRED TO WAIT FOR THE GATE(S) TO CLOSE BEFORE PROCEEDING. THE MAXIMUM FINE UNDER SECTION 4.1(1)(a) IS $200.

Letter #3 – The owner of a suite on the 6th floor in the Heather building inquired about the regulations requiring that all in-suite fire safety devices be tested annually. A copy of the ULC Regulations from the Fire Department will be forwarded to him.

Letter #4 – The owner of a suite on the 3rd floor in the Avenue building recommended that any dryer vent cleaning be completed before undertaking any window washing.

Letter #5 – The owners of a suite on the 5th floor in the Avenue building apologized for nuisance caused to a neghbouring suite by excessive noise.

Letter #6 – A letter was sent to the tenant/owner of a suite on the 3rd floor in the Avenue building regarding excessive noise often caused by parties. As this was a repeat offence, the owner evicted the tenant who is scheduled to move out mid May.

Letter #7 – The owner of a suite on the 4th floor in the Avenue building reported excessive noise originating from a neighbouring suite and therefore a letter was sent to the offending suite. Based on the specifics of the details and the response letter from the tenants in question, it was moved, seconded and **unanimously carried** to apply a $200 fine to this strata lot, for the breaches of the Bylaws.

Letter #8 – The owner of a suite on the 9th floor in the Heather building reported excessive smoking from a neghbouring suite. A letter will be forwarded to that suite.

Letter #9 – The owner of a suite on the 3rd floor in the Avenue building reported a violent incident with a neighbour, while trying to wait for the garage gate to come down before proceeding to his parking stall. Following the letter sent to the offending tenant, he sent a letter of apology to both the Strata Council and the neighbour. Following discussion, it was agreed that no fines would be levied as the offending tenant is scheduled to move out in the near future.

RESIDENTS ARE REQUESTED TO STOP TO WAIT FOR THE GATE(S) TO CLOSE, IMMEDIATELY PAST THE GATE(S), IN CASE OTHER CARS MAY TAILGATE THEIR VEHICLE. IF THE DRIVER OF THE VEHICLE BEHIND YOU BECOMES AGGRESSIVE, PLEASE DO NOT ENGAGE IN A CONFRONTATION, BUT RATHER REPORT THE DATE, TIME, MAKE OF VEHICLE, LICENCE PLATE AND IF POSSIBLE, THE STALL NUMBER TO STRATA COUNCIL FOR FURTHER HANDLING.

IF YOU ARE FOLLOWING ANOTHER RESIDENT IN OR OUT OF THE PARKING LOT, PLEASE BE CONSIDERATE WHEN THEY STOP TO COMPLY WITH BYLAW SECTION 7.7(5).

Letter #10 – The owner of a ground floor suite in the Avenue building reported that the push bar on the front door is very noisy. Adjustments will be made however a certain level of noise should be expected.

Letter #11 – The owners of a suite on the 10th floor in the Tapestry building requested permission to purchase a patio umbrella. Based on the details provided, the Strata Council approved the request.

NEW BUSINESS

Council Members List – An updated contact list has been provided for all Council members.

Playground In the Park – Upon reviewing the marketing material provided by Concert Properties, it was determined that the location of the play area within the park was indicated on the renderings.

The Strata Council is requesting that VCHA contact the installer/manufacturer of the playground equipment to have the panel with noise-making metal bars replaced with a solid piece of material.

Also, an estimate will be sought to install a metal fence around the park playground area to deter users of the playground, in particular, unsupervised children, from trespassing onto private property, in particular, wandering onto the parking lot where vehicles are active.

Dryer Vents – At the AGM in April, a couple of owners inquired about having an inspection of the dryer vents to be performed by an engineering firm.

The Strata Council will prepare and circulate a survey to all the owners to determine if such expense would be warranted.

Address Plates for Units Along 12th Avenue – As per a request of certain owners at the AGM in April, the Strata Council will order and install address plates for all the majority of ground level units of the Avenue building, especially those facing 12th Avenue.

Private Property Signs – At the AGM in April, certain owners requested that "private property" signs be placed on the units along 12th Avenue. The Strata Council does not consider such expense warranted.

Recycling Pick-Up Day – As per discussions at the AGM in April, notices will be posted on the outside of each garbage room, advising of the regular recycling pick-up day, when owners should refrain from taking the recycling items to the garbage room, until the bins are emptied and wheeled back in the underground.

Electrical Vault Maintenance – The Strata Council discussed the letter from BC Hydro regarding the required maintenance on the electrical vault. Estimates will be obtained for the next meeting.

Landscaping Contract Renewal – Moscone & Bros. provided a renewal letter to the Strata Council. It was moved, seconded and **unanimously carried** to renew for one more year only. A site meeting with Moscone will be scheduled. Also, an estimate to install rain sensors will be sought.

Year End Fiscal Audit – Following several discussions and inquiries by the Strata Council, it was moved, seconded and **unanimously carried** to retain Smythe Ratcliffe Chartered Accountants to perform a basic audit of the financial statements at the end of February 2009.

Waiting for the Garage Door – Strata Council discussed the continuing problem of many residents failing to stop and wait for the gate(s) to close behind them when entering and exiting the parking lot. As this simple action assists in general security of the building, it was agreed that Strata Council consider various options to remind and assist residents to stop as well as implementing methods to enforce violations of our Bylaws, specifically section 7.7(5). Strata Council determined that painting a stop line within proximity to all gates will act as a visible reminder to those who ignore the signs on the gates.

Window Washing – This will be scheduled with Skywalker Highrise Services for mid June.

FINANCIALS

Operating Statements – There being no errors and omissions it was moved, seconded and **unanimously carried** to approve the operating statements for February and March 2009 as circulated.

Arrears – The current arrears report was presented. The Strata Council was very satisfied with the low level of outstanding amounts and it was moved, seconded and **unanimously carried** to continue to be charge late payment fines and place lien charges to all accounts in arrears, pursuant to the Bylaws.

NEXT MEETING

The next meeting is scheduled to be held on Wednesday, July 15, 2009 at 6:30pm in the lounge.

TERMINATION

As there was no further business, the meeting was terminated at 9:25 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.

Gateway Property Management Corporation	Main Switchboard:	604-635-5000
#400 – 11950 – 80th Avenue	Fax:	604-635-5001
Delta, BC V4C 1Y2	After Hours Emergency:	604-601-7316
Senior Property Manager:	Cristiana Vlasceanu cvlasceanu@gatewaypm.com	604-635-5030
Administrative Assistant:	Sharon Irwin sirwin@gatewaypm.com	604-635-5012

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
MARCH 5, 2009

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	Gonzalo Naranjo	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Sam Wyatt	- Strata Council Member
	Wendy Donaldson	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	Louba Rapoport	- Strata Council Treasurer
	Duane Goode	- Strata Council Member
GUESTS:	Owners as below	

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

REALTOR SECURITY ISSUES:
(Suite on the 10th Floor in the Heather Building)

The owners of a suite on the 10th floor in the Heather building attended the meeting to apologize on behalf of the realtor for buzzing people into the building without escorting them to and from the suite.

The Strata Council thanked the owners for attending the meeting. No fines will be charged.
(The owners left the meeting at 6:50PM).

REPORT OF THE RESIDENT CARETAKER

The Resident Caretaker presented a report to strata council which included, among other things, move-ins/outs, break-ins in the parking lot, failure by many residents to wait for the gates to close, pet urine and excrement on common property, both in and outside both buildings and the lack of recycling consideration by residents who deposit non-recyclable items into the recycling bins.

RESIDENTS ARE REQUESTED TO BE DILIGENT IN SORTING THEIR RECYCLABLE ITEMS AS VALUABLE TIME IS BEING SPENT ON RE-SORTING THE BINS IN ORDER TO COMPLY WITH THE PICK UP REQUIREMENTS. IF THE BINS ARE NOT SORTED CORRECTLY, THE BINS CAN, AND WILL, BE LEFT BEHIND CREATING A WEEKS BACKLOG AND FURTHER WORK FOR THE CARETAKER, WHICH CAN RESULT IN LESS DAILY MAINTENANCE AND CLEANING BEING DONE.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON JANUARY 22, 2009

The following has been noted:

- the paragraph outlining the recommended use of the in-suite dryer should read "Run the dryer empty (on fluff mode) for approximately 10 minutes after every use";
- the paragraph regarding the visitor parking passes should be clarified that only one visitor parking pass per suite is distributed.

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as amended.

BUSINESS ARISING:

Deficiencies – Due to the current busy schedule, and the preparation for the Annual General Meeting, Council unanimously agreed to table the discussion of the deficiencies until after the AGM.

Following receipt of the letter outlining the landscaping deficiencies, Moscone Bros. has addressed many of the items listed.

Back Courtyard – The improvements to the back courtyard have now been completed.

Snow Removal – Arrangements have been made with a snow removal company to cover the areas around the building for the remainder of the year. Arrangements for a contract will be done prior to the next season.

CORRESPONDENCE

Letter #1 – The owner of a suite on the 5th floor in the Avenue building reported that a metal box is hindering the access to his parking stall. The situation will first be clarified with the owner.

Letter #2 – The owner of a suite on the 8th floor in the Heather building reported that a resident is constantly parking his/her car in the visitor parking area. The Strata Council is currently monitoring the situation.

Letter #3 – A letter was sent to the tenant/owner of a suite on the 6th floor in the Avenue building who was witnessed several times speeding in the underground parking and not waiting for the gate to come down before proceeding to their parking stall, which is in contravention of the parking rules. The owner responded with a letter to the Council however a $50.00 fine will be placed on the owner's account.

Letter #4 – The owner of a suite on the 5th floor in the Avenue building reported excessive noise originating from a neighbouring suite and garbage bags being left by the suite door. A letter has been sent to the tenant/owner in question. Tabled for next meeting.

Letter #5 – A letter was sent to the owner of a suite on the 5th floor in the Avenue building regarding damage caused during a move-out. The damage will be fixed and the expenses will be charged to the owner who caused it.

Letter #6 – The owner of a suite on the 2nd floor in the Avenue building reported noise and vibration from the garage gate. Overhead Door is investigating the issue and will address the problem.

Letter #7 – The owner of a ground floor suite in the Avenue building reported that the neighbours above are disposing of miscellaneous items by throwing them out the windows. A letter was sent to the owner in question however they reported that is was not their doing.

Letter #8 – The owners of a suite on the 3rd floor in the Avenue building reported that their dryer vent is plugged up again. A Council member volunteered to contact the owners and give suggestions on how to keep the dryer vent cleaner.

Letter #9 – The owner of a suite on the 8th floor in the Heather building requested permission to replace the carpets with laminate flooring. Council approved the request provided a high quality Durason underlay with a sound rating higher than 64 is used.

Letter #10 – The resident of a suite on the ground floor of the Heather building requested that the security on that floor be improved to minimize the risk of break-ins. This will be discussed under New Business – Security.

NEW BUSINESS

Annual Fire Inspection – Vancouver Fire Prevention performed the Annual Fire Inspection in December 2008 and reported that 94 suites did not provide access. A second fire inspection will be scheduled and all costs will be charged on a pro-rated basis to the suites involved.

Security – There have been several break-ins and attempted break-ins into suites on the ground floor of the Heather building, some through the patio doors at the back of the building and some through the suite door in the common hallway.

As the suites on this level are more vulnerable and have no added security, it was moved, seconded and **unanimously carried** to lock the current fire door accessing that hallway. The fire department has been contacted by Action Lock and advised that it would not be against the fire regulations to lock that door from the exterior in as long as it allows for free exit in case of an emergency.

Parkade Pressure Washing – An estimate from Skywalker Highrise Services has been presented for Council review. It was moved, seconded and **unanimously carried** to proceed with this work.

Vancouver City Central Transmission Project – A copy of the letter from the BC Transmission Corporation advising of the new project in the area was provided for Council review.

Child Care Parking – It was noted that the exterior child care parking stalls are now reserved 24 hours. This is the result of just a few residents who were abusing the Child Care stalls for their own convenience. Child Care has advised that they will actively tow violators at the owner's expense without warning and have requested that the Strata Council act on their behalf from time to time in enforcing parking of the Child Care stalls.

Insurance Renewal – An estimate for insurance renewal was presented for Council review. Further information will be discussed via email.

Lighting Upgrade – Further to high expenditures for bulb replacement throughout the building, Gateway presented a proposal to replace the existing bulbs with energy efficient ones. Following a short discussion it was unanimously agreed that the expense would not be warranted at this time.

Proposed Budget – The proposed budget has been discussed and will be presented to the owners at the coming Annual General Meeting.

Also, a new set of Bylaw amendments will be incorporated on the Agenda of the meeting.

FINANCIALS

Operating Statements – The Treasurer reviewed the financial statements for November and December 2008 and January 2009 and advised via email that they were found to be in order. It was moved, seconded and **unanimously carried** to approve the above statements as circulated.

Arrears – The current arrears report was presented. The Strata Council was very satisfied with the low level of outstanding amounts and it was moved, seconded and **unanimously carried** to continue to charge late payment fines and place liens on all accounts in arrears, as per the Bylaws.

NEXT MEETING

The next meeting will be the Annual General Meeting to be held on Wednesday, April 22, 2009 at 7:00pm at the Plaza 500 Hotel the Granville Room. Notices will be sent out to all the Owners.

ADJOURNMENT

As there was no further business, the meeting was adjourned at 9:45 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.

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

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

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
JANUARY 22, 2009

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	John Kim	- Strata Council Secretary
	Duane Goode	- Strata Council Member
	Sam Wyatt	- Strata Council Member
	Wendy Donaldson	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	Louba Rapoport	- Strata Council Treasurer
	Gonzalo Naranjo	- Strata Council Vice-President
GUESTS:	Owner as below	

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

EXCESSIVE NOISE:
(Suite on the 6th Floor in the Avenue Building)

The owner of a suite on the 6th floor in the Avenue building attended the meeting to apologize on behalf of their tenant for a party that caused multiple nuisances to their neighbours and also caused serious security concerns due to the fact that people were allowed to enter the building and were left mostly unsupervised and allowed to wander the hallways.

The Strata Council thanked the owner for attending the meeting however, due to the severity of the incident, unanimously agreed to apply the maximum $200 fine for breaches of several bylaws.
(The owner left the meeting at 6:50PM).

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON OCTOBER 20, 2008

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING:

Deficiencies – The documents regarding the one year envelope review prepared by Morrison Hershfield Engineering for the developer, and the update on the status of the work completed, is being reviewed by the Council members and discussion will take place at the next meeting.

Also, a letter outlining the landscaping deficiencies which are still outstanding will be forwarded to the developer.

Dryer Vent Cleaning – National Air Technologies completed the dryer vent cleaning.

RESIDENTS ARE REMINDED THAT IN ORDER TO KEEP THEIR DRYERS IN GOOD WORKING CONDITION THE FOLLOWING SHOULD BE DONE:
- Remove any lint from the dryer filter after EACH use
- Run the dryer empty (on fluff mode) for approx 10 minutes once a month, then remove the lint from the exterior lint vent (if accessible)

Back Courtyard – The improvements to the back courtyard will be performed weather permitting.

CORRESPONDENCE

Letter #1 – A letter was sent to the owner of a suite on the 3rd floor in the Avenue building, advising that a fine was placed on their account for breach of the noise Bylaw.

Letter #2 – A letter was sent to the owner of a suite on the 3rd floor in the Avenue building, regarding a garbage bag abandoned outside the garbage room. The owner apologized in writing. The Strata Council discussed the letter and accepted its content and therefore no fines were levied.

Letter #3 – A letter was sent to the owner of a suite on the 9th floor in the Heather building regarding excessive noise from a party. The owner apologized in writing. The Strata Council discussed the letter and accepted its content and therefore no fines were levied.

Letter #4 – The owner of a suite on the 9th floor in the Heather building advised that a resident parking in the adjacent stall actually occupies both stalls. A letter was sent.

Letter #5 – The owner of a suite on the 2nd floor in the Avenue building reported noise and vibration emanating from the main parking gate. This item has been included on the deficiency list and being investigated by the installers.

Letter #6 – The owner of a suite on the 5th floor in the Heather building requested that each absentee owner receive two visitor parking passes. One is for the owners use when they come to the building to inspect the suite they own. Following a short discussion Council unanimously agreed that since owners are required to give their tenants a notice for inspection, that in such situations the owner should be using the visitor parking pass which is held by their tenants.

Letter #7 – A parent in the daycare facility complained of the poor condition of the exterior parking stalls during the snow fall in December. The issue of the snow removal will be discussed under New Business.

Letter #8 – The owner of a suite on the ground floor in the Avenue building presented a letter addressed to the Vancouver Coastal Health, regarding the condition of the park. The letter has been forwarded to the owner of the park, the Vancouver Coastal Health.

PLEASE NOTE THAT THE USE OF THE PARK IS A BENEFIT TO ALL STRATA OWNERS AND THAT SUCH USE OF THE PARK SHOULD BE DONE RESPECTFUL OF FELLOW PARK USERS AND THE PARK'S OWNER, VANCOUVER COASTAL HEALTH.

IF STRATA OWNERS HAVE ANY CONCERNS OVER GENERAL MAINTENANCE ISSUES REGARDING THE PARK, OWNERS ARE ENCOURAGED TO CONTACT VANCOUVER COASTAL HEALTH DIRECT BY EMAIL. THE CONTACT PERSONS ARE TOM GRANT (Tom.Grant@vch.ca) OR WINNIE WONG (winni.wong@vch.ca).

NEW BUSINESS

Toilet Back-Up Incidents – On the main floor of the Heather building there were a couple of reports from owners of suds backing up in their toilets.

RESIDENTS ARE REMINDED TO USE LOW SUDS DETERGENTS IN REASONABLE QUANTITIES WHEN USING THE WASHING MACHINE AND/OR THE DISHWASHER.

2009 Property Assessment – The 2009 property assessment for the caretaker's suite has been provided for Council review.

Snow Removal – It was noted that during the recent snowfall, the snow removal was not executed satisfactorily. A discussion was held and it was agreed that further inquires were necessary in order to find a contractor with the proper equipment that could be available if, and when, required. Gateway will report at the next meeting.

Landscaping – It was noted that there are some maintenance issues that need to be discussed with Moscone therefore a letter will be sent.

Delivery Sign – It was noted that the delivery sign posted in the Heather building was not worded properly, therefore revisions will be made to the sign.

Pressure Washing of the Underground Parking – Gateway has been instructed to provide estimates to pressure wash the underground parking and to plan for this to be done in April.

Pets – Discussion was had on, amongst other things, the pet registry, pets in general and our bylaws. It was agreed that this issue will be discussed in further detail post AGM.

FINANCIALS

Operating Statements – The discussion of the November and December 2008 statements has been tabled for next meeting.

Arrears – The current arrears report was presented. The Strata Council was very satisfied with the low level of outstanding amounts and requested that late payment fines continue to be charged to all accounts in arrears, as per the Bylaws.

NEXT MEETING

The next meeting will be held on Thursday, March 5, 2009 at 6:30pm in the lounge.

ADJOURNMENT

As there was no further business, the meeting was adjourned at 8:45 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.

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

Main Switchboard:		604-635-5000
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After Hours Emergency:		604-601-7316
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Administrative Assistant:	Sharon Irwin sirwin@gatewaypm.com	604-635-5012

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
NOVEMBER 20, 2008

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	Gonzalo Naranjo	- Strata Council Vice-President
	Louba Rapoport	- Strata Council Treasurer
	John Kim	- Strata Council Secretary
	Sam Wyatt	- Strata Council Member
	Wendy Donaldson	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	Duane Goode	- Strata Council Member
GUESTS:	Owners and tenants as below	

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

EXCESSIVE NOISE:
(Suite on the 5th Floor in the Avenue Building)

The tenant from a suite on the 5th floor in the Avenue building denied the accusations of causing excessive noise in the suite.

The Strata Council thanked the tenant for attending the meeting and indicated that a meeting with the complainant owner will be arranged if all parties agree.
(The tenant left the meeting at 6:45PM).

REPORT OF EXCESSIVE NOISE:
(Suite on the 4th Floor in the Avenue Building)

The owner of a suite on the 4th floor in the Avenue building reported excessive noise emanating from a suite on the floor above.

The Strata Council thanked the owner for attending the meeting and indicated that a meeting between both parties will be arranged if all agree.
(The tenant left the meeting at 7:10PM).

THE STRATA COUNCIL DISCUSSED THE ISSUE OF NOISE COMPLAINTS FROM RESIDENTS AND DECIDED THE FOLLOWING:

- **THE COMPLAINTS MUST HAVE DETAILED INFORMATION AS TO THE TYPE OF NOISE, THE FREQUENCY AND THE SPECIFIC DATES AND TIMES WHEN THE INCIDENTS OCCURRED;**
- **THE INCIDENTS MUST BE REPORTED IN WRITING TO THE STRATA COUNCIL VIA THE PROPERTY MANAGER, IN A TIMELY MANNER;**
- **RESIDENTS ARE ENCOURAGED TO INITIALLY DISCUSS NOISE ISSUES DIRECTLY WITH THEIR NEIGHBOURS, IN A FRIENDLY MANNER, BEFORE INVOLVING THE STRATA COUNCIL.**

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON OCTOBER 23, 2008

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING:

Strata Parking Stalls – Three owners expressed interest in renting additional parking stalls from the Strata for $100 per month. The owners will be contacted in order and offered their choice from the available stalls. Any future owners interested will be offered the remaining stalls.

Deficiencies – The list of common area deficiencies has been communicated to the developer as well as the warranty provider.

The one year envelope review prepared by Morrison Hershfield Engineering for the developer will be provided to the Strata Council shortly.

Dryer Vent Cleaning – National Air Technologies scheduled the dryer vent cleaning, from the exterior only, for the end of November.

The Park – Vancouver Coastal Health installed signs that prohibit dogs from the park. On request from certain owners, the Strata Council inquired about the possibility of removing the signs and replacing them with signs allowing dogs on leashes. Vancouver Coastal Health advised that their policy is not to allow dogs on VCH properties.
In addition, VCH advised that the playground will not be altered or moved to a different location.

Owners should contact Vancouver Coastal Health for more details.

Various Signs – All the signs have now been installed.

Back Courtyard – The improvements to the back courtyard will be performed shortly. Also, an estimate will be received to remove the exterior in-ground lights and replace them with a different type (flush mounted to the ground level) to avoid being constantly hit and damaged by cars.

CORRESPONDENCE

Letter #1 – A letter was sent to the owner of a suite on the 10th floor in the Heather building, advising that a charge back will be applied to the account for repairing the handicapped sign that was damaged by their moving truck. The owner accepted the charges however advised that there had been other cars damaging that post prior to him, contributing to the final damage. The Strata Council appreciated the owner's forthcoming attitude.

Letter #2 – A letter was sent to the owner of a suite on the 2nd floor in the Avenue building, regarding storage of miscellaneous items on the balcony. All the items have since been removed.

Letter #3 – The owner of a suite on the 8th floor in he Heather building expressed their disagreement with the communal garden proposed by some other residents, due to the fact that its proximity would generate vermin and therefore pose a health hazard.

Letter #4 – The owner of a suite on the 1st floor in the Avenue building reported excessive noise emanating from the playground and expressed disagreement regarding the "No Dogs" signs. The letter will be forwarded to Vancouver Coastal Health, the owner of the park.

Letter #5 – The owner of a suite on the 4th floor in the Heather building requested reversal of a couple of late payment fines. The Strata Council denied the request advising that it is the owner's responsibility to ensure that arrangements are made to pay the maintenance fees every month on or before the 1st of the month.

Letter #6 – The tenants of a suite on the 7th floor in the Heather building accepted charges for damage to their suite door while moving in however they only paid part of the invoice arguing that the repairman spent less time on site than claimed. Further details obtained from the contractor confirmed the fact that the technician actually spent the number of hours as stated in the invoice. A neighbour on the same floor also confirmed that the work took several hours and therefore the invoice is accurate.

NEW BUSINESS

Resident Manager's Holiday – Violeta will be away on holidays and during this time Franko the cleaner will attend to the daily problems. He will have Violeta's cell phone – 604-809-3380.

Bylaw Amendments – The Strata Council will start preparing amendments to the Bylaws, to be presented to the Owners at the Annual General Meeting next year.

Private Advertising on the Bulletin Boards – In response to queries and requests from owners, the following has been decided:

- Ads regarding rental or sales of suites are allowed;
- Ads regarding donations and/or sales of furniture and any other personal items are allowed however no items are to be left anywhere on the common area for any length of time;
- All ads will be half the size of a letter size sheet of paper, typed and not handwritten;
- All ads will be placed on the boards by Violeta **once** on one of the first two days of each month and will be removed at the end of the same month;
- **No** ad removal or replacement will be done by Violeta during the duration of the month;
- If some private ads have to be removed to make room for notices from the Strata Council, this will be done by Council at their discretion.

Resident's leavings bags of clothing outside the building for a Big Brothers pick up are advised that the bags should only be left outside on the morning of the pick up. There have been instances when bags have been left outside for several days in a row and they create an eyesore. The Resident Manager has been instructed to remove and dispose of any bags not picked up by noon on any given day.

Annual Fire Inspection – The annual fire inspection will be performed by Vancouver Fire and Safety. The in suite devices will also be tested.

SPUD Delivery – It has been noted that the deliveries by SPUD still come through the front door of the Heather building, causing damage to the granite tiles in the lobby. The company will be contacted again and advised that this is not acceptable and deliveries are only allowed through the back door.

A sign will be ordered for the front door at Heather to advise that deliveries are only allowed through the back door. Also, a Council member volunteered to investigate the procedure to obtain a delivery address for the back door of the Heather building.

OWNERS ARE REMINDED THAT IT IS THEIR RESPONSIBILITY TO ENSURE THAT THEIR DELIVERY COMPANY HAS PROPER INSTRUCTIONS FOR DELIVERY.

OFFENDERS WILL BE CHARGED THE MAXIMUM FINE – $200.00.

FINANCIALS

Operating Statements – The September and October statements were found to be in order.

It was moved, seconded and **unanimously carried** to approve them as circulated.

Arrears – The current arrears report was presented. The Strata Council was very satisfied with the low level of outstanding amounts and requested that late payment fines continue to be charged to all accounts in arrears, as per the Bylaws.

NEXT MEETING

The next meeting will be held on Thursday, January 22, 2009 at 6:30pm in the lounge.

ADJOURNMENT

As there was no further business, the meeting was adjourned at 8:35 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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#400 – 11950 – 80th Avenue	Fax:	604-635-5001
Delta, BC V4C 1Y2	After Hours Emergency:	604-601-7316
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Administrative Assistant:	Sharon Irwin sirwin@gatewaypm.com	604-635-5012

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
OCTOBER 23, 2008

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	Gonzalo Naranjo	- Strata Council Vice-President
	Louba Rapoport	- Strata Council Treasurer
	John Kim	- Strata Council Secretary
	Duane Goode	- Strata Council Member
	Sam Wyatt	- Strata Council Member
	Wendy Donaldson	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
GUESTS:	Owners and tenants as below	

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

LOUNGE CHAIRS DAMAGE:
(Suite on the 5th Floor in the Avenue Building)

The owner of a suite on the 5th floor in the Avenue building attended the Council meeting to explain that they did not scratch the chairs in the lounge. There had been a number of suites which had accessed the lounge during that particular evening therefore the offender(s) cannot be absolutely identified.

The Strata Council thanked the owner for attending the meeting and advised that the issue is now considered closed.
(The owner left the meeting at 6:45PM).

EXCESSIVE NOISE:
(Suite on the 2nf Floor in the Heather Building)

The owner of a suite on the 2nd floor in the Heather building apologized for the nuisance caused by his guests, which resulted in a complaint letter being forwarded to the Strata Council.

The Strata Council thanked the owner for attending the meeting and indicated that the owner should consider the fact that noise echoes between the two buildings, especially at night when it is very quiet.
(The owner left the meeting at 7:00PM).

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON SEPTEMBER 18, 2008

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING:

Visitor Parking Rules – The visitor parking passes have been received and are being issued to all units.

VISITOR PARKING PASSES WILL BE IN FULL EFFECT STARTING NOVEMBER 1, 2008. OWNERS ARE REMINDED THAT ANY VEHICLE NOT DISPLAYING A VALID VISITOR'S PARKING PASS AFTER NOVEMBER 1 WILL BE SUBJECT TO IMMEDIATE TOWING WITHOUT WARNING.

THOSE WHO HAVE NOT YET PICKED UP THEIR VISITORS PARKING PASSES SHOULD CONTACT GATEWAY DIRECT TO MAKE ARRANGEMENTS FOR PICK UP.

Copies of the Parking Rules have been laminated and will be posted on the bulletin boards and in the visitor parking area.

Strata Parking Stalls – As no owners expressed any interest in renting additional parking stalls from the Strata for $175.00 due to the high price, the Strata Council lowered the price to $100.00 per month.

ANY OWNER INTERESTED TO RENT AN ADDITIONAL PARKING STALL FROM THE STRATA CORPORATION ON A MONTHLY BASIS, FOR $100 PER MONTH, SHOULD CONTACT GATEWAY TO HAVE THEIR NAMES PUT ON A LIST.

THE STRATA COUNCIL WILL ORGANIZE A DRAW AT A LATER DATE THAT WILL BE ANNOUNCED.

THE STALLS WILL BE RENTED OUT FOR PERIODS OF A MAXIMUM OF 6 MONTHS, THIS WILL ALLOW MORE OWNERS THE OPPORTUNITY TO RENT EXTRA PARKING.

Deficiencies – The Strata Council provided a list of common area deficiencies to the Property Manager to follow up with the developer.

The developer indicated that they have hired Morisson Hershfield Engineering to prepare a one year envelope review for the buildings. The report will be forwarded to the Strata Council for consideration. Based on the engineering firm's favourable reputation, the Strata Council members unanimously agreed to rely on this report at this time. An engineering report should be ordered by the Strata Corporation before the expiry of the six year warranty for the building envelope systems, that date being November 19, 2013.

Dryer Vent Cleaning – National Air Technologies scheduled the dryer vent cleaning, from the exterior only, for the end of November. Notices will be posted.

The Park – A meeting took place between the Strata Council President, the Property Manager and two representatives from Vancouver Coastal Health and the general concerns regarding the maintenance of the park have been discussed.

The following has been noted:

- there are multiple departments within the Vancouver Coastal Health and they each deal with specific problems, therefore, it is sometimes difficult to address any issues in a timely manner;
- there are budget considerations that might also limit the undertakings;
- the signs restricting the hours of operation of the park, and not allowing dogs to roam free, have been provided by the manufacturer and will be installed.

Various Signs – Some of the signs that were ordered have now been installed and the rest will follow.

Security Issues – The Strata Council discussed the need to install metal sheets on the exterior of all of the ground floor patio doors to limit the possibility of break-ins. Also, the Council discussed the option of installing in-suite alarm systems in all of the ground floor units. The issues were tabled for a later date.

CORRESPONDENCE

Several letters have been sent out to owners regarding storage in the parking stalls. All the items have since been removed.

Letter #1 – A letter was sent to the owner of a suite on the 2nd floor, for using the balcony as a storage area. As the owners have not removed the items by the due date provided in the letter and have not contacted the Council to discuss the problem, it was moved, seconded and **unanimously carried** to charge a $200 fine every month until the items will be removed. A letter will be sent.

Letter #2 – A letter was sent to the owner of a suite on the 4th floor in the Heather building, regarding bags of garbage being left in the stairwell. As the owners have not been in touch with the Council to discuss the problem, it was moved, seconded and **unanimously carried** to charge a $200 fine to the account of the owner. A letter will be sent to the owner, with a copy to the tenant.

Letter #3 – The owner of a suite on the 2nd floor of the Heather building reported that after 5pm residents are parking their cars in the stalls belonging to the daycare. These stalls, with the exception of two, belong to the daycare and therefore the Strata Corporation cannot regulate their use.

Letter #4 – The owner of a suite on the 3rd floor in the Avenue building reported excessive noise coming from a neighbouring suite. As this is a recurring problem and based on the specific circumstances, it was moved, seconded and **unanimously carried** to charge a $200 fine to the account. A letter will be sent to the owner, with a copy to the tenant.

Letter #5 – The owner of a suite on the 4th floor in the Avenue building reported excessive noise that created a nuisance originating from a suite above them. This is also a recurring problem, however based on the specifics of the issue it was moved, seconded and **unanimously carried** to send a final warning letter to the agent of the owner of this unit.

NEW BUSINESS

Appraisal Renewal – The appraisal update on the building replacement value has been provided for Council's information.

Amenity Room Use – Based on the problems encountered to date, it was moved, seconded and **unanimously carried** to have the lounge locked on the days when private events are booked, until the Resident Manager has the opportunity to check the condition that the room was left in.

A sign will then be posted on the door, advising residents that a private event had been scheduled.

Parking at the Back of the Heather Building, in the Courtyard – Due to the fact that cars are being parked all over the driveways and walkways in the courtyard, the following was decided:

- white lines will be painted on the ground, to identify more clearly the walkway from the stairs to the playground up to the entrance at Heather building;
- as the post was damaged by a car, a blue handicapped stencil will be painted on the ground of the stall belonging to the Strata Corporation, the expense will be charged back to the owner responsible for the post damage

Lights in the Courtyard – It was noted that the four ground lights are constantly being hit and damaged by cars. Gateway has been instructed to obtain an estimate to remove the existing lights and install different type fixtures at ground level.

Garage Gate Damage – The main garage gate was damaged by an owner's car, who was exiting the garage. An ICBC claim was filed to cover the damage.

Resident Manager Christmas Bonus – It was moved, seconded and **unanimously carried** to give Christmas bonuses to both Violeta, the Resident Manager and Freddie, the cleaner.

Live Christmas Trees – It was moved, seconded and **unanimously carried** to make a Rule to prohibit live Christmas trees on the property.

OWNERS ARE REMINDED THAT LIVE CHRISTMAS TREES ARE NOT ALLOWED IN THE BUILDINGS.

OFFENDERS WILL BE CHARGED THE MAXIMUM FINE – $200.00.

Telus Offer – An offer letter from Telus has been provided for Council consideration.

Lady Bugs – Gateway reported that a couple of units in the Heather building reported multiple lady bugs on the balconies. The pest control firm advised that this is a seasonal, short term problem and the treatment wouldn't stop them from returning next year.

FINANCIALS

Operating Statements – Tabled for next meeting.

Arrears – The current arrears report was presented. The Strata Council was satisfied with the low level of outstanding amounts and requested that late payment fines be charged to all accounts in arrears, as per the Bylaws.

One account in high arrears will be forwarded to the lawyers to start the legal foreclosure proceedings.

NEXT MEETING

The next meeting will be held on Thursday, November 20, 2008 at 6:30pm in the lounge.

ADJOURNMENT

As there was no further business, the meeting was adjourned at 9:20 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.

Gateway Property Management Corporation	Main Switchboard:	604-635-5000
#400 – 11950 – 80th Avenue	Fax:	604-635-5001
Delta, BC V4C 1Y2	After Hours Emergency:	604-601-7316
Senior Property Manager:	Cristiana Vlasceanu	604-635-5030
	cvlasceanu@gatewaypm.com	
Administrative Assistant:	Sharon Irwin	604-635-5012
	sirwin@gatewaypm.com	

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
SEPTEMBER 18, 2008

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Gonzalo Naranjo	- Strata Council Vice-President
	Louba Rapoport	- Strata Council Treasurer
	John Kim	- Strata Council Secretary
	Wendy Donaldson	- Strata Council Member
	Sam Wyatt	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	Kevin Ma	- Strata Council President
	Duane Goode	- Strata Council Member
GUESTS:	Owners and tenants as below	

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

IN SUITE RENOVATIONS:
(Suite on the 6th Floor in the Heather Building)

The owner of a suite on the 6th floor in the Heather building attended the Council meeting and provided copies of the building permits required to complete the renovations in his suite. These requested permits were pending from a previous meeting.

The Strata Council thanked the owner for attending the meeting and advised that the issue is now considered closed.
(The owner left the meeting at this time, 6:45PM).

EXCESSIVE NOISE:
(Suite on the 4th Floor in the Avenue Building)

The owner of a suite on the 4th floor in the Avenue building contested the Strata Council's reports that excessive noise is originating from his suite. Based on information from both parties to the incidents, the Strata Council members came to the conclusion that a more in depth investigation is needed before a decision is made.

The Strata Council thanked the owner for attending the meeting and indicated that the issue will be discussed further and both owners will be contacted.
(The owner left the meeting at this time, 7:00PM).

COMMUNITY GARDEN:
(Suite on the 6th Floor in the Avenue Building)

The owners addressed the Strata Council with a proposal to support them in their effort to contact Vancouver Coastal Health, the owner of the land on Willow Street, between 12th Avenue and 13th Avenue, to turn it into a community garden. They volunteered to spearhead this action by formulating a letter for the owners advising them of their proposal and for the owners to contact them if they wanted to participate. Please see the letter attached to these minutes

The Strata Council thanked the owner/residents for attending the meeting and for their great idea in sustaining general environmental efforts.
(The residents left the meeting at this time, 7:30PM).

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON AUGUST 14, 2008

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING:

Visitor Parking Rules – The following was noted:

- the visitor parking passes have been ordered and the owners will be informed of the procedure to obtain them when they are ready;
- the revised rules regarding parking have been finalized and will be distributed to each owner along with the one visitor parking pass per suite;
- the Strata Corporation has 5 (five) handicapped parking stalls that have not been assigned to suites and will be offered to the owners for rent;
- the rental will be on a monthly basis, so that if in the future a resident needs a handicapped stall, one can be made available with a one month notice;
- the monthly rent for each parking stall will be $175.00;
- stalls will be rented on a first come/first serve basis, except for the first time, when a draw will take place if more than 5 owners are interested in renting a stall;

- each owner will be entitled to a rental duration of a maximum of 6 months, then another owner will have the right to rent the stall, so that more owners can have the opportunity to obtain a spot;
- owners will be notified as to the date, time and location of the draw;
- interested owners are invited to contact Gateway in writing **before October 10, 2008** to register for the draw.

Landscaping – A site meeting with two Council members, the Property Manager and the landscapers took place and the items of concerns were outlined and the action needed identified. The green roof was part of the concern, as the plants have not developed as expected. Moscone indicated that plants are still being replaced with new ones and should improve the aspect soon. The Strata Council is monitoring the situation.

Deficiencies – The Strata Council inspected the common areas and identified several deficiencies. The final list will be provided to the Property Manager to follow up with the developer.

Dryer Vent Cleaning – It was moved, seconded and **unanimously carried** to retain National Air Technologies to perform the cleaning of the dryer vents from the outside only, sometime in November. The company will be asked to provide a list with any deficiencies identified during the cleaning process. It was decided that the vent covers will not be changed or altered.

The Park – Following receipt of a letter from the Strata Council, outlining several issues of concern and requesting some action be taken by the Vancouver Coastal Health, it was mutually agreed that a meeting should take place to discuss the problems. Due to holiday schedules for the representatives of Vancouver Coastal Health, the meeting will take place mid October.

Bulletin Boards – The bulletin boards have now been installed. The Strata Council has determined the following policies must be followed:

- any issues to do with the building can be posted;
- lost and found notices can be posted;
- all notices must be typed up, no hand written notices will be allowed
- submit notices to the Resident Caretaker for posting

Various Signs – The Strata Council decided to order and erect the following signs on the property:

- "Private Property. No Trespassing." – 5 signs will be ordered to be installed along the property line with the park, basically in front of each private patio gate;
- "No Parking. Fire Lane" – 4 signs will be ordered to be installed on the building walls along the driveway to the courtyard;
- "No Smoking" – 4 self adhesive signs will be ordered to be installed on the lobby doors.

CORRESPONDENCE

Several letters have been sent out to absentee owners that have not provided a Form K or any contact information for their tenants. It was moved, seconded and **unanimously carried** to apply a $200 fine to each owner that still does not provide the information by the deadline indicated in the letters.

A couple of letters have been sent to owners with mats outside their suite doors in the common area hallways. The mats have since been removed.

Letter #1 – The owners of a suite on the 8th floor responded to the letters from the Strata Council regarding aluminum foil in the window and large amounts of water overflowing from their balcony down the side of the building. They indicated that both issues have been addressed and they will be in compliance in the future.

Letter #2 – The owner of a suite on the third floor reported excessive noise from parties in a suite on the 2nd floor. The Strata Council will investigate the matter further and examine the evidence the owner indicated they had.

Letter #3 – The owner of a suite on the 8th floor reported damage being caused to the granite stairs in the lobby of the Heather building. The Council members tabled the issue for a later date.

Letter #4 – The owner of a suite on the ground floor provided a letter to back up a previous complaint by another owner regarding the noise from the playground. The issue has been addressed and will be discussed with the representatives from Vancouver Coastal Health.

Letter #5 – The owners of three suites reported excessive noises and nuisance originating from a suite on the ground floor. A letter was sent to the Property Manager of the suite who contacted the tenants and advised them of the reported complaints.

Letter #6 – The owner of a suite on the ground floor requested permission to install an alarm system in their suite. The request was approved.

NEW BUSINESS

Maintenance of the Garage Gates – Two estimates for preventive maintenance of the three garage gates have been presented to the Strata Council. It was moved, seconded and **unanimously carried** to hire Precision Door & Gate Services to perform quarterly inspections of the gates.

Garbage and Recycling Disposal – It has been noted that private contractors are disposing of their construction debris by leaving it by the garbage room doors.

OWNERS ARE REMINDED THAT CONTRACTORS SHOULD BE INSTRUCTED TO DISPOSE OF ANY GARBAGE AND/OR DEBRIS BY REMOVING IT THEMSELVES FROM THE BUILDING PROPERTY.

NO SUCH GARBAGE AND/OR DEBRIS IS ALLOWED TO BE PLACED IN THE GARBAGE BINS OF THE BUILDINGS.

OFFENDERS WILL BE FINED IMMEDIATELY $200 PER INFRACTION.

Damaged Posts in the Courtyard – One of the black metal posts by the parking stall belonging to the Strata Corporation had been hit by a car and was broken out of the concrete. Anticipating that this would be a recurring problem, the second post was removed and new paving stones were installed replacing the damaged ones.

Smoking On Balconies/Patios – It has been noted that some residents smoke on their balconies/patios and create a nuisance to the neighbours.

OWNERS ARE REMINDED TO BE CONSIDERATE OF THEIR NEIGHBOURS. SMOKING ON BALCONIES/PATIOS CAN BE A NUISANCE TO YOUR NEIGHBOURS AS THE SMOKE CAN ENTER THROUGH THEIR OPEN WINDOWS AND DOORS.

Security Issues – Gateway has been instructed to obtain a couple of estimates to install wireless alarm systems as a bulk purchase in all the ground floor suites.

Also, it has been noted that owners are not waiting for the garage gates to close before proceeding to their parking stalls, thus allowing perpetrators to enter the building behind them.

RESIDENTS ARE REMINDED TO WAIT FOR THE GARAGE GATES TO

CLOSE COMPLETELY

WHEN EXITING THE PARKING and LEAVING THE BUILDING
OR
WHEN RETURNING HOME and PROCEEDING TO THEIR PARKING STALLS.

THIS IS A VERY SERIOUS SECURITY CONCERN AND OFFENDERS WILL BE CHARGED A $200 FINE WHEN OBSERVED AND IDENTIFIED.

FINANCIALS

Operating Statements – The Treasurer reported that the financial statements for May, June, July and August were found to be in order with only one adjustment that was to be posted in the month of September.

It was therefore moved, seconded and **unanimously carried** to approve the above noted financial statements as circulated.

Arrears – The current arrears report was presented. The Strata Council was satisfied with the decreasing level of outstanding amounts and requested that late payment fines be charged to all accounts in arrears, as per the Bylaws. Also, liens are being placed on all accounts in arrears for more than 90 days.

NEXT MEETING

The next meeting will be held on Thursday, October 23, 2008 at 6:30pm in the lounge.

ADJOURNMENT

As there was no further business, the meeting was adjourned at 9:50 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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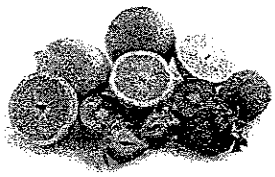
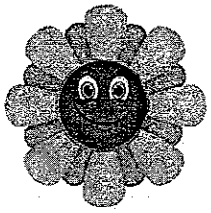
Administrative Assistant:	Sharon Irwin sirwin@gatewaypm.com	604-635-5012

Vegetables



Fruits



Flowers

DATE: October, 2008

TO: All Owners and Residents of Tapestry

SUBJECT: Communal Organic Garden

We, owners at Tapestry, would like to make a proposal to Vancouver Coastal Health to set aside a portion of the green way along Willow Street between West 13th and West 12th Avenue for the creation of a communal organic garden.

The proposed communal organic garden will serve the community in many ways;

Firstly, we can help to eliminate or to reduce our vegetable/fruit/plant based organic wastes and vegetable-ink print wastes from going to the garbage landfill.

Secondly, we can re-cycle our plant based organic wastes by turning the wastes into useful compost fertilizer.

Thirdly, an organic garden will ultimately consume our plant based organic wastes to produce useful vegetables, fruits and flowers for all to enjoy. Alternatively, the grown vegetables can be donated to a local food bank or soup kitchen for all those who are less fortunate. An organic garden is also a very useful educational environment to teach local children about the important concept of recycling and organically grown food.

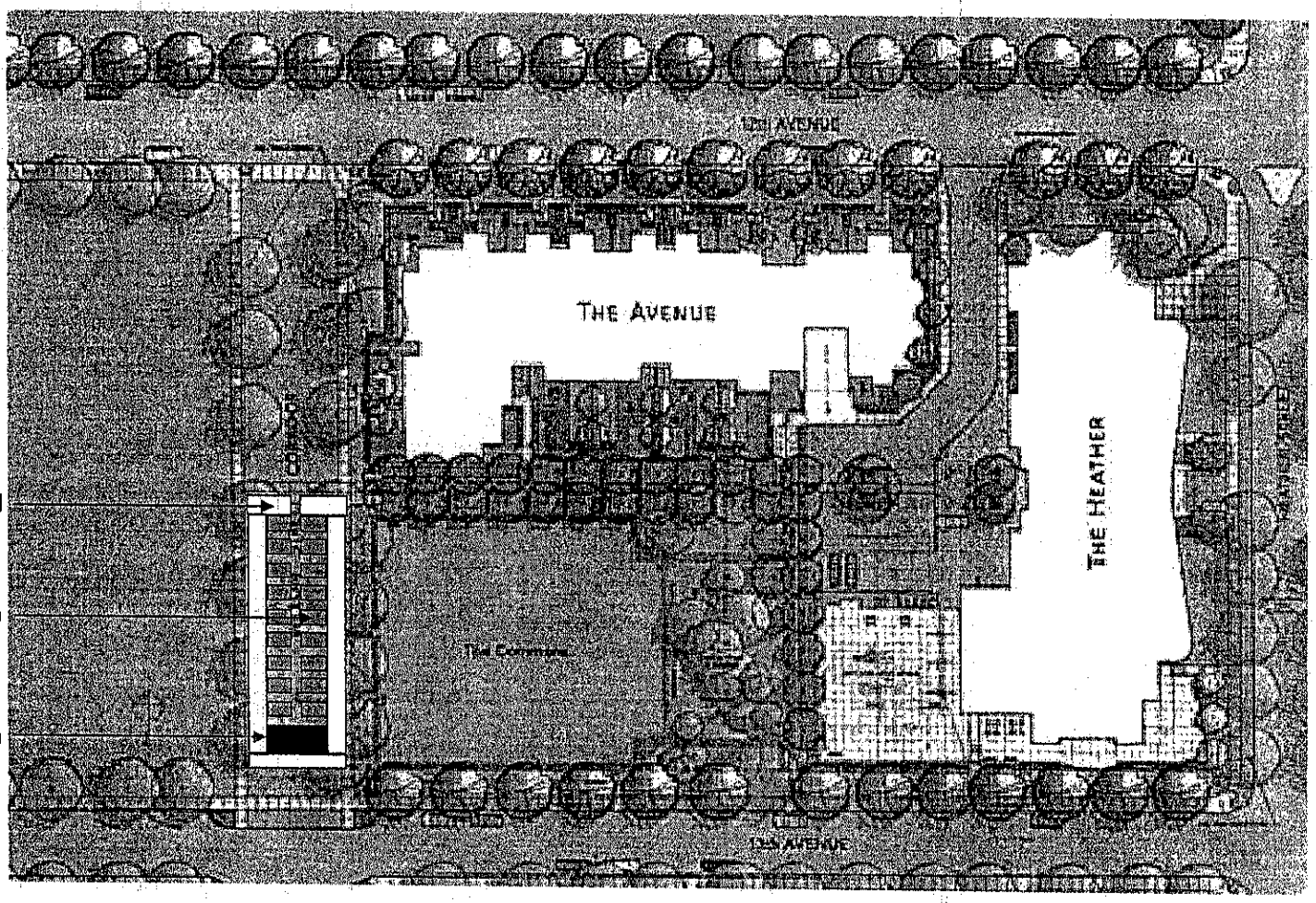
Finally, a communal organic garden will provide many opportunities for neighbours to meet and to interact to promote a tighter community.

We are seeking support from the owners and residents of Tapestry, together with Strata Council to put forth this proposal to Vancouver Costal Health.

We have enclosed a preliminary proposed plan for the said organic garden. See the plan on the reverse of this letter.

If you have any interest, please e-mail Steven Chu at:
steven_chu@shaw.ca

Proposal of An Organic Vegetable Garden, Flower Bed Area and Compost Area Along Willow Street Between West 12th & West 13th Ave.



Organic Flower Bed

Vegetable Garden

Compost Area

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
AUGUST 14, 2008

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	Gonzalo Naranjo	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Wendy Donaldson	- Strata Council Member
	Duane Goode	- Strata Council Member
	Sam Wyatt	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	Louba Rapoport	- Strata Council Treasurer
GUESTS:	Owners and Residents as below	

CALL TO ORDER

The meeting was called to order at 6:30 P.M.

DOOR BELL REMOVAL AND EXCESSIVE NOISE ISSUE: (Suite on the 4th floor in the Avenue building)

A suite on the 4th floor of the Avenue building was found in contravention of the Bylaws as a result of having installed a door bell on the suite door and because of the receipt of a report from a neighbour regarding excessive noise originating from the suite. Following receipt of a letter from the Strata Council regarding the issues, the Owners attended the Strata Council meeting and indicated that the door bell was removed however they disagreed with the noise issues, since they had been out of the country for an extended period of time.

The Strata Council thanked them for attending the meeting and advised them that the noise issue will be investigated further to determine the exact source.
(The Owners left the meeting at this time, 6:50PM).

PLAYGROUND ISSUES:
(As reported by the Owners of a suite on the ground floor & on the second floor of the Avenue building)

Two Owners, one from a suite on the ground floor and the other one from a suite on the second floor in the Avenue building attended the meeting after providing the Strata Council with a letter outlining several issues generated by the proximity of the playground area to the building (excessive noise, trespassing on the private property of the Strata Corporation by non-residents etc).

The Strata Council thanked the Owners present for attending the meeting and indicated that the issue will be discussed by the Council.
(The Owners left the meeting at this time, 7:15PM).

Following discussions and later deliberation, the Strata Council unanimously agreed on the following:

- a letter will be sent to Vancouver Coastal Health requesting installation of signs regulating the hours of operations of the park/playground and prohibiting loitering around, and on, the playground;
- the Council will be requesting Vancouver Coastal Health to install zylofoam to suppress the noise originating from the equipment on the playground;
- the Strata Council will investigate and discuss the purchase and installation of signs to indicate "Private Property - No Trespassing". The signs will be installed along the side of the Avenue building that faces the park.

EXCESSIVE NOISE AND HEAVY SMOKING ISSUE:
(Suite on the 3rd Floor in the Avenue building)

Following receipt of a report regarding excessive noise and a heavy smoking nuisance originating from a suite on the 3rd floor of the Avenue building, a letter was sent advising of the Bylaw breaches. The resident in the suite attended the meeting and indicated that he understood the nature of the problem and will be cooperative in the future.

The Strata Council thanked the resident for attending the meeting and will monitor the situation.
(The resident left the meeting at this time, 7:30PM).

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON JUNE 25, 2008

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING FROM THE MINUTES:

Visitor Parking Rule – The following has been noted:

- laminated copies of the parking rules will be posted in the visitor parking area;
- the purchase and distribution of parking passes is being investigated and will be finalized via email;
- one visitor parking pass per suite will be distributed, free of charge;
- the passes will be issued by the Resident Caretaker, Violeta, with help from Council members;
- notices will be provided to all Owners advising of the times to pick up the passes;
- each Owner will have to fill in a form with contact information and tenant information, as the case may be;
- tenants wishing to obtain the parking passes will need written permission from the Owner;
- in case the pass is lost or stolen, a replacement may be purchased from Violeta for the price of $50.00 – non refundable;
- a replacement pass will differ from the original and be marked as such, so that each suite is issued only one valid pass at any one time.

Two signs have been obtained from ICBC and installed on the main garage gate, advising residents to wait until the gate closes before proceeding to their individual parking stalls.

RESIDENTS ARE REMINDED THAT THE PARKING RULES INDICATE THAT RESIDENTS WAIT UNTIL THE GATES ARE CLOSED BEFORE PROCEEDING
AND
THAT FAILURE TO DO SO WILL RESULT IN FINES BEING LEVIED TO THE STRATA UNITS OF THE OFFENDING VEHICLES.

Gateway has been instructed to request that the waiting time before the gate closes be lowered.

Landscaping – The landscapers are still not providing satisfactory service, weeding is not up to standards, grass clippings are still left behind and some dead vegetation is still waiting to be replaced. Also, the green roof on the Avenue building is still not established. A site meeting with the representative from Moscone and the Strata Council will be organized.

Deficiencies – The Strata Council has inspected the common areas and identified several deficiencies. The list will be provided to the Property Manager to follow up with the developer.

Dryer Vent Cleaning – Gateway provided estimates to replace the dryer vent covers with flappers or to remove some of the slats on the existing covers. Two Council members volunteered to work together and advise on the best option. The issue was tabled for next meeting.

Dogs In the Park – Vancouver Coastal Health advised that the signs requiring dogs to be leashed will be installed in the park within two weeks. A meeting with the representatives from Vancouver Coastal Health and the Strata Council will be organized to discuss the issues encountered with the park.

Bulletin Boards – Two bulletin boards one for each building, to be installed in the P1 elevator lobbies, have been ordered as per instructions from the Strata Council. They will have aluminum frames, are glass covered and lockable, and able to fit eight letter size formats.

CORRESPONDENCE

Letter #1 – The Owner of a suite on the third floor reported excessive noise originating from a suite on the fourth floor. The alleged offender vehemently contested the accusations therefore Council will continue to investigate the matter.

Letter #2 – The Owner of a suite on the third floor reported that they own two adjoining parking stalls and therefore are double parking one vehicle.

Letter #3 – The Owner of a suite on the tenth floor has been sent a lien letter for unpaid arrears in excess of 90 days.

Letter #4 – The Owner of a suite on the fifth floor reported that the Owners of a suite on the eight floor are often discharging dirty water through the balcony drain, which ends up on other people's balconies. A letter will be sent.

Letter #5 – The Owner of a suite on the eighth floor reported excessive noise originating from a suite on the ninth floor. A letter will be sent.

Letter #6 – The Owner of a suite on the second floor reported the very high sound level of the elevator. The issue has been investigated and the sound level cannot be minimized.

NEW BUSINESS

Parking Along the Driveway – It has been noted that residents and/or visitors often park their cars along the driveway for long periods of time. Gateway has been instructed to purchase and install 4 "No Parking" signs for that area and violators will be towed without any further notice.

Contractors will be advised to park in the handicapped parking stall in the courtyard, or in the visitor parking area.

Smoking On the Main Steps in front of the Avenue Building – It has been noted that patients from the hospital across the street often sit on the Avenue building steps and smoke, leaving cigarette butts and a bad odour behind. The hospital will be contacted.

FINANCIALS

Operating Statements – Tabled for next meeting.

Arrears – The current arrears report was presented. The Strata Council was satisfied with the decreasing level of outstanding amounts and requested that late payment fines be charged to all accounts in arrears, as per the Bylaws.

NEXT MEETING

The next meeting will be held on Thursday, September 18, 2008 at 6:30pm in the lounge.

ADJOURNMENT

As there was no further business, the meeting was adjourned at 9:30 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.

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

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GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
JUNE 25, 2008

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	Gonzalo Naranjo	- Strata Council Vice-President
	Louba Rapoport	- Strata Council Treasurer
	Wendy Donaldson	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	Duane Goode	- Strata Council Member
	John Kim	- Strata Council Secretary
	Sam Wyatt	- Strata Council Member

CALL TO ORDER

The meeting was called to order at 6:35 P.M.

The Council meeting initially scheduled for June 19, 2008 was adjourned due to the lack of a quorum.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON MAY 22, 2008

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

BUSINESS ARISING

Visitor Parking Rule – The revised visitor parking rules were distributed to all residents with copies mailed out to all absentee owners.

A proposed model of a visitor parking pass was provided for Council review. The issue will be discussed at the next meeting.

An owner recommended that for security purposes, a sign be installed on the main garage gate, advising residents to wait until the gate closes before proceeding to their individual parking stalls. This will be investigated.

Generator Maintenance and Inspection – Simson Maxwell completed the first preventive maintenance inspection on the generator.

Landscaping – Letters were sent out to all the owners of suites on the ground floor, advising them not to alter the landscaping as it will void the warranty for replacement of the vegetation.

Also, it was noted that some of the maintenance items such as replanting dead vegetation and replacing grass patches where needed were not being addressed in a timely fashion. The landscapers will be contacted.

Deficiencies – The Strata Council is in the process of inspecting the common areas to identify any deficiencies. The issue was tabled for next meeting.

Mats in Lobbies – Three mats have been installed, one in the Heather building and two in the Avenue building.

Window Washing – This work has been completed.

Dryer Vent Cleaning – The issue was tabled for next meeting. Gateway has been instructed to obtain estimates to replace the dryer vent covers with flappers or to remove some of the slats on the existing covers.

Dogs In the Park – Vancouver Coastal Health advised that signs requiring dogs to be leashed will be installed in the park.

Owner Contact Information – An updated list of owner email addresses was provided to Council members.

Bulletin Boards – Two bulletin boards will be ordered, one for each building, to be installed in the P1 elevator lobbies. They should be aluminum frames, glass covered and lockable, able to fit eight letter size documents.

CORRESPONDENCE

Letter #1 – The owner of a suite on the fourth floor has been sent a lien letter for unpaid arrears in excess of 90 days.

Letter #2 – The owner of a suite of the fourth floor was sent a letter requiring removal of a door bell installed on the suite door. Due to the June 19 Council meeting being adjourned, the issue will be tabled and a second letter will be sent to the owner.

Letter #3 – The owner of a suite on the fourth floor reported frustration regarding cigarette butts being discarded on their patio from a suite above. A letter will be sent to the offending suite advising them of the Bylaw breach.

Letter #4 – Vancouver Coastal Health requested permission to install two signs on the property, advising of the location of the daycare center and of the doors that access the community rooms. The Strata Council unanimously approved the request.

Letter #5 – The owner of a suite on the fifth floor requested revision of the previous decision regarding the prohibition of open houses. The Strata Council discussed the issue – please see below under New Business.

NEW BUSINESS

Open Houses – The Strata Council re-discussed the issue of sale activities in the buildings and came to the following conclusions:

- no **FOR SALE** signs are allowed;
- no **OPEN HOUSE** signs are allowed anywhere on the common property;
- **OPEN HOUSE** activities will be permitted providing that the prospective purchaser is accompanied <u>to and from the suite by the owner/agent</u>.

Amenity Room Tables – It was reported that the table surfaces could not be easily restored and the only other option would be to replace the table tops with glass. The Strata Council unanimously agreed that such a cost is not warranted at this time.

Mats Outside Suites – It was noted that some owners are leaving personal items (i.e. mats, shoes) outside their suite doors, on the common area carpet.

RESIDENTS ARE REMINDED THAT PERSONAL ITEMS (INCLUDING MATS) ARE NOT ALLOWED IN THE COMMON AREA HALLWAYS.

***ANY* OF THESE ITEMS CURRENTLY IN PLACE IN FRONT OF A SUITE DOOR MUST BE REMOVED.**

Garbage Bins – It was noted that residents are not keeping the garbage rooms clean and are not flattening all cardboard boxes.

RESIDENTS ARE REMINDED TO FLATTEN THE CARDBOARD BOXES BEFORE PLACING THEM IN THE CARDBOARD BIN.

ALSO, BIG ITEMS MUST BE DISPOSED OF BY INDIVIDUAL OWNERS AT THEIR OWN EXPENSE AND NOT LEFT BY THE GARBAGE BINS.

Balconies and Patios – It was noted that messy balconies affect the overall aesthetics of the buildings.

RESIDENTS ARE REMINDED NOT TO USE THE BALCONIES/PATIOS OR ANY LIMITED COMMON PROPERTY AREAS FOR STORAGE, OR THE HANGING OF LAUNDRY ITEMS. ANY OTHER AESTHETICALLY DISPLEASING ITEMS THAT ARE VISIBLE FROM THE STREET ARE PROHIBITED

FINANCIALS

Operating Statements – The Treasurer advised that all the clarifications required were provided by the Property Manager.

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the financial statements for December 2007, January, February, March, April 2008 as well as the reconciled stump and interim periods.

Arrears – The current arrears report was presented. The Strata Council was satisfied with the decreasing level of overdue amounts and requested that late payment fines be charged to all accounts in arrears, as per the Bylaws.

NEXT MEETING

The next meeting will be held on Thursday, August 14, 2008 at 6:30pm in the lounge.

ADJOURNMENT

As there was no further business, the meeting was adjourned 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.

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

Main Switchboard:		604-635-5000
Fax:		604-635-5001
After Hours Emergency:		604-601-7316
Senior Property Manager:	Cristiana Vlasceanu cvlasceanu@gatewaypm.com	604-635-5030
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GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
MAY 22, 2008

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Duane Goode	- Strata Council Member
	Gonzalo Naranjo	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Kevin Ma	- Strata Council President
	Louba Rapoport	- Strata Council Treasurer
	Wendy Donaldson	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	Sam Wyatt	- Strata Council Member
GUEST:	Jason Chiang	- Owner

CALL TO ORDER

The meeting was called to order at 6:35 P.M.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON APRIL 24, 2008

There being no errors and/or omissions, it was moved, seconded and **unanimously carried** to approve the above noted minutes as circulated.

VISITOR PARKING RULES

The owner attended the meeting to discuss the Rules for visitor parking. After discussion, it was agreed that the Rules would be amended to better protect the interests of all the Owners in the building. Once revised and adopted, the revised visitors parking rules will be provided to all the residents in the building.

BUSINESS ARISING

Elevators Maintenance Contract – A 25 years preventive maintenance contract has been signed with ThyssenKrupp, for a 25% price reduction.

Generator Maintenance and Inspection – Two estimates were presented for Council review. Following a short discussion, it was moved, seconded and **unanimously carried** to award the contract for preventive maintenance to Simson Maxwell.

Landscaping – It has been noted that the owners of a suite relocated some of the common area plants and later on some of them died. The landscaping company agreed to replace the plants on this, a one time basis and advised that Owners should be notified that such actions will void the warranty for replacement of vegetation.

Deficiencies – The Strata Council is in the process of inspecting the common areas to identify any deficiencies. A list will be compiled and presented to the developer.

Mats in Lobbies – Following evaluation of three estimates for different size mats in both buildings, it was moved, seconded and **unanimously carried** to proceed with purchasing three mats from CINTAS, one for the Heather building and two for the Avenue building.

Window Washing – Work has been scheduled for mid June. Notices will be posted.

Common Area Carpet Cleaning – The carpets have been steam cleaned throughout both buildings.

Dryer Vent Cleaning – Two estimates to clean the dryer vents have been discussed. Based on several reports from residents regarding plugged vents and considering the fact that the building has been occupied for only six months, the Strata Council has determined that the accumulation of lint is actually due to faulty vent screens that do not allow proper air circulation. Gateway has been instructed to write a letter to the developer and request action in changing the vents, as this is a fire hazard.

Security Improvements – Council discussed the option to install a video surveillance system. It was moved, seconded and **unanimously carried** that the expense is not warranted at this time.

Also, the need to secure the furniture and the equipment in the room was discussed. It was moved, seconded and **unanimously carried** that the expense is not warranted at this time.

CORRESPONDENCE

Letters have been sent out to multiple suites, advising of items stored in the parking stalls and/or of the presence of oil stains that had to be removed. Most of the items have been removed with the exception of three oil stains that have not been cleaned up. Fines will be applied.

Letter #1 – The owner of a suite on the third floor expressed disagreement with the Bylaw that does not allow FOR SALE signs to be posted anywhere on or around the building. The Strata Council felt that this is in the best interest of the owners, in order to keep up the value of the property.

Letter #2 – The owner of a suite of the fourth floor reported nuisance caused by a neighbouring unit. Based on the photos provided, a letter was sent to the owner of the offending unit. The owner responded to advise the Strata Council that the tenant will be moving out at the end of June. The situation will be monitored.

Letter #3 – The owner of a suite on the fifth floor reported frustration regarding the refusal from the City to issue resident parking permits for the area surrounding the building. The Strata Council will sustain the owner to preoare a petition and take it to the City officials.

Letter #4 – The owner of a suite on the eight floor requested permission to install an additional lock on the suite door and to replace some of the hardwood floors with vinyl tiles. The Strata Council approved the installation of vinyl tiles however denied approval for the installation of an additional lock on the suite door, unless the lock is on the inside of the door, not affecting the aesthetics of the common area.

Letter #5 – The owner of a suite on the second floor requested reversal of the fines applied on the account for late payment of the strata fees. The Strata Council denied the request.

Letter #6 – The owner of a suite on the eighth floor raised several issues:

TAPESTRY
BCS 2645

AMENITY ROOM RULES

Effective: March 20, 2008 (Revised May 22, 2008)

1. No person under the age of 16 years of age is permitted in the Amenity Room unless accompanied by a resident adult 19 years or older. The resident adult must remain in attendance at all times

2. No equipment or furniture is to be removed from the Amenity Room.

3. Alcoholic beverages may be consumed only if the appropriate permit has been obtained (a copy of which is to be provided).

4. The Amenity Room, can be booked for **EXCLUSIVE PRIVATE FUNCTIONS** between the hours of 9:00 a.m. to 10:00 p.m. to a maximum of 6 hours per booking, for a fee of $30 per hour, minimum 3 hours per booking, and a $500 damage and cleaning deposit posted. The deposit will be returned if there are no damages sustained and the room has been cleaned.

5. No public events are allowed in the room.

6. Pets are not allowed in this facility.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
APRIL 24, 2008

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Kevin Ma	- Strata Council President
	Gonzalo Naranjo	- Strata Council Vice-President
	Louba Rapoport	- Strata Council Treasurer
	John Kim	- Strata Council Secretary
	Wendy Donaldson	- Strata Council Member
	Sam Wyatt	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
REGRETS:	Duane Goode	- Strata Council Member
GUEST:	John Pitre	- Owner

CALL TO ORDER

The meeting was called to order at 6:35 pm.

IN-SUITE RENOVATIONS

The Owner provided copies of the permits obtained from the City of Vancouver (sprinkler and electrical) to the Strata Council. Also provided was a copy of the request for a building permit. The actual building permit will be forwarded to the Strata Council upon receipt.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON MARCH 20, 2008

It was noted that the Parking Rules and Regulations had some errors and required be amendments. Please see attached amended Parking Rules and Regulations.

BUSINESS ARISING

Elevators Maintenance Contract – Following discussions with ThyssenKrupp Elevators and with a further understanding of the warranty issues and restrictions, the Strata Council requested a further reduction in price for a longer term contract. Based on the proposed price reductions provided by ThyssenKrupp, it was moved, seconded and **unanimously carried** to proceed with a 25 years contract, for a 20% reduction in the initial quoted price. The contract with the amended figures will be prepared and provided to the Strata Council for signature at the next meeting.

Annual Fire Inspection – Based on the estimated provided at the previous meeting, it was moved, seconded and **unanimously carried** to proceed with Vancouver Fire and Security for the annual inspection.

Generator Maintenance and Inspection – Tabled for next meeting.

Landscaping – Due to the specifics of the landscaping, especially taking into consideration the green roof which is an innovative undertaking with many uncertainties, it was determined that it would be in our best interests to retain the services of the installer, Moscone Brothers Landscaping, for the first year, while allowing the green roof as well as all the other vegetation sufficient time to flourish. Therefore it was moved, seconded and **unanimously carried** to proceed with Moscone Bros.

In addition, their services will be retained to turn on the sprinkler system in the spring and winterize it in the fall to prevent freezing in the pipes.

Agency Agreement – The Strata Council signed the agency agreement with Gateway Property Management Corporation.

Shaw Cable – The non-exclusive marketing contract has been signed and owners have been notified of a customer appreciation event on May 1, 2008.

Security Services – The security services have been cancelled and going forward will be ordered as required.

Deficiencies – All the deficiencies identified by owners are being forwarded to the developer and the issues are being investigated. Certain Strata Council members will be conducting a walkthrough of the building to identify any issues and a complete list will be compiled.

Also, a walkthrough has been performed by a Council member, the Property Manager, the Resident Caretaker and the technician from National Hydronics. During the walkthrough, the location of some of the equipment was identified so that Council members are aware of procedures in case of an emergency outside of normal office hours.

Mats in Lobbies – During their walkthrough, Council members will assess locations of any mats that may be required.

Parking Mirrors – Three mirrors have been installed in the underground parking.

Towing – Drake Towing have installed towing signs on the property. Council members have worked together to ensure that the visitor parking area is not being abused and instead being used in a reasonable manner by visitors of Tapestry only. Towing will commence without further warning to those vehicles already identified and previously notified of the Parking Rules and Regulations.

Visitor Parking – At the request of the Strata Council, the developer advised that the visitor parking area will be pressure washed and that the lines will be repainted prior to the construction crew vacating the property.

Building Envelope Maintenance Plan – A copy of the maintenance plan for the building has been provided to the Strata Council members for consideration. The issue was tabled for a later date.

CORRESPONDENCE

Letter #1 – The owner of a suite on the fourth floor reported excessive noise from the unit above. The agent of the owner of the unit above has been contacted and advised of the nuisance caused.

Letter #2 – Following a private function in the lounge, reports were provided by residents regarding excessive noise during the event. In addition, the lounge was not cleaned and there was damage caused to the tables in the room. The residents renting the room were advised in writing of the Bylaws infractions

(noise and damage to common property) and in response they provided a letter to the Strata Council. Following discussion, it was moved, seconded and **unanimously carried** to apply a $100 fine for each of the Bylaw infractions, for a total of $200 in fines. Consideration was given in that this was a first offence therefore only half of the maximum fines permitted by the Bylaws ($200) were levied for each infraction. In addition, the cost of repairing the tables will be charged to the account of the owners, when the invoice is received.

RESIDENTS ARE REMINDED TO READ THE BYLAWS AND ENSURE THEY ARE NOT IN BREACH OF ANY OF THE SECTIONS.

THE STRATA COUNCIL HAS THE RESPONSIBILITY TO ENFORCE THE BYLAWS AND LEVY FINES ACCORDINGLY.

Letter #3 – The owner reported that the suite door has some scratches on the hallway side.

OWNERS ARE REMINDED THAT THE DEVELOPER WILL NOT REPAIR DAMAGE TO SUITE DOORS IF IT APPEARS THAT THE DAMAGE WAS CAUSED BY OWNERS WHILE MOVING.

ALL SIMILAR ISSUES WILL BE ADDRESSED IN DUE COURSE, BY THE STRATA CORPORATION WITHIN A MAINTENANCE PROGRAM,.

Letter #4 – The owner requested permission to install hardwood floors in the bedrooms. The Strata Council approved the request, provided specific performance standards of underlay be used, to prevent acoustical noise transfer.

Letter #5 – The owner reported excessive noise caused by a barking dog in a neighbouring suite. A letter will be dispatched.

NEW BUSINESS

Window Washing – Two estimates have been provided, from Skywalker High-Rise Services and from Allstar Window Cleaning. It was moved, seconded and **unanimously carried** to retain Skywalker High-Rise Services and proceed with the cleaning now that the City of Vancouver have completed work on the 12th Avenue sidewalk.

Common Area Carpet Cleaning – Service Master Clean provided a proposal for a carpet maintenance program, which allows for cleaning of the hallways quarterly. Council was satisfied with the cost therefore it was moved, seconded and **unanimously carried** to proceed with the program.

Dryer Vents Cleaning – Based on reports from some owners, Gateway will provide estimates to clean the dryer vents and identify any deficiencies in the system.

OWNERS ARE ENCOURAGED TO CHECK THE INDIVIDUAL DRYER VENT EXHAUST AND ENSURE THERE IS NO ACCUMULATION OF LINT.

ANY VISIBLE DEFECTS SHOULD BE BROUGHT TO THE ATTENTION OF THE PROPERTY MANAGER IN WRITING.

Building Handover from the Developer – A memo from the developer advised that all the units have now been conveyed and recommended a circular be sent to owners. Please see circular notice attached to these minutes.

Security Improvements – Following a site visit with a Council member and a technician from Action Lock, an estimate was provided to install a video surveillance system in the lounge. A second quote will be obtained.

Also, those certain Council members who will participate in the deficiency walkthrough will evaluate the need for target hardening on the perimeter doors.

Assessment Notice for Resident Caretaker Suite – The assessment notice from the City of Vancouver was received and copies provided to the Strata Council members.

FINANCIALS

The following were provided to the Council members:

- the stump period reconciliation (Nov 27, 2007 to Nov 30, 2007);
- December 2007 financial statements;
- January, February and March 2008 financial statements;
- A preliminary reconciliation of the interim period (Dec 1, 2007 to February29, 2008) – some utility invoices are still expected.

The approval of the monthly financial statements was tabled for the next meeting.

NEXT MEETING

The next meeting will be held on Thursday, May 22, 2008 at 6:30 pm in the lounge.

ADJOURNMENT

As there was no further business, the meeting was adjourned at 8:50 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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TAPESTRY BCS 2645

PARKING RULES and REGULATIONS

Effective: March 20, 2008

Visitor's Parking:

- **Residents are prohibited** from parking in Visitor's Parking.
- Visitor Parking is in designated stalls (marked 'Visitor') only.
- Visitor Parking Spots are on a First Come – First Serve basis.
- Spots are for guests visiting residents living ***in*** the Tapestry ONLY.
- Maximum is 48 consecutive hours. (longer periods require permission from Strata Council)
- Vehicles with leaks (e.g. oil, antifreeze) are prohibited. Owners will be charged for clean up.

Violators will be towed without notice at the owner's expense.

Resident's Parking:

- Stalls must be kept clean of fluids, stains and spills. Clean up is an Owner's responsibility. Owners will be charged back for the cost the Strata Corporation will incur for cleaning this on their behalf.
- Items must not be stored in parking stalls.
- Vehicles must be licensed and insured.
- Double-parking (if not your own stall) is prohibited. You will be towed.
- Park only in your designated parking stall.
- Wait for the gate to close before proceeding to your own parking stall.

Violators will be fined and/or towed at the owner's expense without notification.

Strata Council - TAPESTRY BCS 2645

NOTICE *to all* TAPESTRY Owners

April, 2008

Information Circular for unoccupied suites and suites that are up for sale.

A. Provide Gateway with the contact information for people who are authorized to enter your home and who can be contacted in the case of emergencies.

B. Ensure that someone is charged with the responsibility of monitoring your home on a regular basis

C. In the event of extended absences, arrange for any regular maintenance work or simple operation of appliances, fixtures and the like to be performed to ensure that items remain functional and the warranty is not jeopardized. This is particularly important especially in regards to all plumbing fixtures and the laundry, refrigerator and dishwasher appliances to ensure water and drain connections are functioning properly and potential leaks do not go undetected.

D. Re-arrange any newspaper and mail deliveries

E. On suite re-sale, ensure that all warranty documentation and homeowner maintenance manuals and associated information is transferred to the new homeowner. We strongly recommend that current homeowners also perform an orientation of the suite for the new purchasers.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
MARCH 20, 2008

Held at 6:30 p.m. in the Amenity Room

PRESENT:	Duane Goode Gonzalo Naranjo John Kim Kevin Ma Louba Rapoport Sam Wyatt Wendy Donaldson	
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
GUEST:	John Pitre	- Owner

CALL TO ORDER:

The meeting was called to order at 6:35 P.M.

IN-SUITE RENOVATIONS:
An owner attended the Strata Council meeting to discuss the renovations performed in their suite and to present details and the necessary permits that had been obtained from the City of Vancouver.

Following further discussions among Strata Council members, it was unanimously agreed to delegate a member of the Strata Council to continue the discussions with the owner and clarify exactly what the requirements of the City of Vancouver are in such a situation.

ELECTION OF OFFICERS:

Strata Council members volunteered for the various office positions and gave short presentations justifying their proposal.

The following officers were elected:

Strata Council President	–	Kevin Ma
Strata Council Vice-President	–	Gonzalo Naranjo
Strata Council Treasurer	–	Louba Rapoport
Strata Council Secretary	–	John Kim
Strata Council Member	–	Wendy Donaldson
Strata Council Member	–	Duane Goode
Strata Council Member	–	Sam Wyatt

BUILDING MAINTENANCE:

The following maintenance items have been performed:

- Action Lock installed astragal sheets on the lobby doors (4) and the lounge to prevent tampering. Currently the Strata Council is investigating means to secure the items in the lounge and maybe install a video camera in the room.
- National Hydronics performed the first preventive maintenance inspection of the mechanical systems. The report outlining the deficiencies identified was forwarded to the developer. Some of the items have been addressed, some are in the process.
- Moscone Bros Landscaping are still under maintenance contract until April 25, 2008.

MAINTENANCE CONTRACTS;

Mechanical and HVAC Preventive Maintenance – Two estimates have been provided for Strata Council review, from National Hydronics and Hallmark Air Conditioning. Following a discussion it was moved, seconded and **unanimously carried** to retain National Hydronics.

Elevators – The estimate from ThyssenKrupp has been provided. Gateway has been instructed to obtain an estimate for a basic contract for the first two years, as there are warranties in place. Tabled for next meeting.

Annual Fire Inspection – Two estimates have been provided, from Vancouver Fire and Security and from Mircom. Tabled for next meeting.

Generator Inspection – Tabled for next meeting.

Landscaping – Three quotations have been provided, from Moscone Bros., BC Landscaping and Vancouver Crown Landscaping. Gateway has been instructed to investigate and discuss with the firm that will be maintaining the park adjacent to the building and report to the Strata Council via email so a decision can be made before next meeting.

Agency Agreement – The property management contract has been provided for Strata Council review.

Intercom Lease – The intercom has been leased with Irwin Financial for a period of 70 months. The lease had been discussed by Strata Council previously via email. It was moved, seconded and **unanimously carried** to proceed with the contract.

Shaw Cable – A non-exclusive contract with Shaw, providing free cable and high speed internet services for the lounge, the office and the caretaker suite has been presented. It was moved, seconded and **unanimously carried** to proceed with the five year contract. Shaw requested permission to hold a customer appreciation event in the building and Strata Council approved the request. Owners will be notified.

Cleaning Contract – The cleaning duties are being shared by the Resident Caretaker and a cleaning firm. The details of the contracts and the cleaning schedule were provided for Strata Council review.

Waste Removal – The current contract with Waste Management has been provided for Strata Council review.

Mortgage for Caretaker's Suite – The details of the two mortgages, with the Bank of Montreal and Concert Properties have bee provided for Strata Council review.

Security Services – It was moved, seconded and **unanimously carried** to cancel the security guard services as soon as possible.

Fire and Elevator Monitoring – Gateway reported that the elevators and the fire panels are being monitored through ADT Security.

BUILDING INSURANCE:

As per the report at the Annual General Meeting, the building is currently insured through BFL Insurance Canada at the full replacement value, as provided by Normac Appraisals. A copy of the appraisal was provided for Strata Council review.

Due to the fact that at the time the insurance had to be placed there were not enough funds in the account of the newly formed Strata Corporation and the insurance premium was $78,192, an installment plan has been entered into, with Insurance Pay, for a period of 11 months. Copies of the documents were provided for Strata Council review. Due to the fact that this will always be a high expense, the Strata Council recommended that a Special Assessment be proposed to the owners at the following Annual General Meeting.

OWNERS ARE STRONLGY ADVISED TO PURCHASE PERSONAL INSURANCE FOR THEIR BELONGINGS AND TO COVER FOR A POSSIBLE INSURANCE DEDUCTIBLE THAT MIGHT BE CHARGED BACK TO AN OWNER'S ACCOUNT IN CASE DAMAGE CAUSED IS THE OWNER'S RESPONSIBILITY.

PLEASE SEE THE ATTACHED RECOMMENDED INSURANCE PLAN OFFERED BY BFL INSURANCE CANADA. PLEASE CALL THEM FOR A FREE ESTIMATE.

BUILDING DEFICIENCIES:

Common area deficiencies are being brought to the attention of the developer as they are being identified.

OWNERS ARE ENGOURAGED TO CONTACT THE PROPERTY MANAGER AS SOON AS THEY IDENTIFY A COMMON AREA DEFICIENCY.

IN-SUITE DEFICIENCIES ARE TO BE COMMUNICATED TO THE CUSTOMER SERVICE OFFICE OF THE DEVELOPER. Phone # is: 604-685-9875

RULES AND REGULATIONS:

The Strata Council discussed various Rules and Regulations to govern the move in/out, the parking and the use of the lounge. Please see the Rules and Regulations attached to these minutes that are in effect immediately.

RESIDENT CARETAKER'S HOURS OF OPERATION:

Owners are reminded that the hours of operation of the Resident Caretaker are from 8:00am to 4:00pm Monday through Friday.

MATS:

Tabled for next meeting.

"OPEN HOUSE" AND "FOR SALE" SIGNS:

All the members of the Strata Council agreed that, in accordance with the Bylaws, **no FOR SALE** signs are to be posted anywhere around or on the building. Also, showings are to be made only by appointment, **no OPEN HOUSES** are allowed.

All realtors displaying signs will be contacted and advised to remove them immediately otherwise they will be disposed of. This includes the signs on the post installed at the entrance to the Avenue building.

COMMON AREA FIRE DOORS:

Further to discussions with the contractors, it was determined that the fire doors in the common area hallways are designed to be kept open by the magnetic hold open devices. In the event of a fire or only if the fire alarm is triggered (i.e. a false alarm) the magnet would then release the specific door which would then close to prevent spreading of the fire.

PARKING MIRRORS:

An estimate received from NuWest Building Systems, to install three convex mirrors in the parking has been discussed. It was moved, seconded and **unanimously carried** to proceed with the installation as soon as possible to prevent any accidents.

TOWING:

Tabled for next meeting.

BICYCLES:

It was noted that residents are carrying their bikes through the lobbies and hallways, which is in contravention with the Bylaws.

OWNERS ARE REMINDED THAT THE BYLAWS PROVIDE FOR FINES TO BE APPLIED FOR CONTRAVENTIONS OF THE BYLAWS AND THE STRATA COUNCIL WILL ENFORCE THESE BYLAWS.

VISITOR PARKING:

Gateway has been instructed to ask the developer to wash the floor and repaint the parking stall numbers if needed, when all crew members will leave the site.

CORRESPONDENCE:

Letter #1 – The owner requested permission to book the lounge for a private function. The Strata Council approved the request providing that the owner complies with the new Rules and Regulations.

Letter #2 – The owner informed the Strata Council of the intention to install hardwood floor in the bedrooms.

Letter #3 – The owner reported excessive noise originating from a neighbouring suite. A letter was sent out.

FINANCIALS:

Tabled for next meeting.

NEXT MEETING:

The next meeting will be held on Thursday, April 24, 2008 at 6:30pm in the amenity room.

ADJOURNMENT:

As there was no further business, the meeting was adjourned at 10:15 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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EXHIBIT K

PROPOSED SUBDIVISION PLAN SHOWING PARK LANDS