

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

<u>PRESENT:</u>	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
<u>REGRETS:</u>	Duane Goode	- Strata Council Member
<u>GUESTS:</u>	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).

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

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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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

November 20, 2008

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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 the 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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

November 20, 2008

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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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

November 20, 2008

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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.

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

Administrative Assistant:

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

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

TAPESTRY- Strata Plan BCS 2645

JANUARY 22, 2009

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

<u>PRESENT:</u>	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
<u>REGRETS:</u>	Louba Rapoport	- Strata Council Treasurer
	Gonzalo Naranjo	- Strata Council Vice-President
<u>GUESTS:</u>	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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

January 22, 2009

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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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

January 22, 2009

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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 RESPECTFULLY 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@vc.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 inquiries 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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

January 22, 2009

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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.

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cvlasceanu@gatewaypm.com	
Sharon Irwin	604-635-5012
sirwin@gatewaypm.com	

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

<u>PRESENT:</u>	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
<u>REGRETS:</u>	Louba Rapoport	- Strata Council Treasurer
	Duane Goode	- Strata Council Member
<u>GUESTS:</u>	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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

March 5, 2009

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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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

March 5, 2009

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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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

March 5, 2009

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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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

March 5, 2009

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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
Senior Property Manager:

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Main Switchboard:	604-635-5000
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Cristiana Vlasceanu	604-635-5030
cvlasceanu@gatewaypm.com	
Sharon Irwin	604-635-5012
sirwin@gatewaypm.com	



March 30, 2009

**TO ALL OWNERS
STRATA PLAN BCS 2645
TAPESTRY
VANCOUVER, B.C.**

Dear Owners:

RE: ANNUAL GENERAL MEETING ON WEDNESDAY, APRIL 22, 2009

Please find enclosed the Notice of an Annual General Meeting together with an Agenda, explanatory notes, proxy form and other information. Please read the materials carefully and bring this with you to the meeting for reference.

We wish to take this opportunity to remind you that ***NO OWNER IS ENTITLED TO VOTE AT A GENERAL MEETING, EXCEPT ON MATTERS REQUIRING A UNANIMOUS VOTE, IF THE STRATA CORPORATION IS ENTITLED TO REGISTER A LIEN AGAINST HIS/HER STRATA LOT DUE TO OUTSTANDING STRATA FEES OR SPECIAL LEVY.*** You have to ensure, therefore, that your account is up-to-date prior to this meeting if you wish to exercise your voting rights.

Please note that no other form of payment can be accepted at the actual time of the meeting other than a certified bank draft.

If you are unable to attend this meeting, please complete the attached proxy form and forward it to a representative of your choice who will be attending the meeting, thereby enabling your representative to vote on your behalf. We encourage all owners to be represented at this meeting. Please take note that the Property Manager or any Strata Corporation's employee may not carry proxies.

If you require further information or assistance regarding the foregoing or attached, please do not hesitate to contact me at 604-635-5030.

Yours truly,
GATEWAY PROPERTY MANAGEMENT CORPORATION

A handwritten signature in black ink, appearing to read 'Cristiana Vlasceanu', is written over the corporate name.

Cristiana Vlasceanu, BA(Eng) CPM®
Senior Property Manager
On behalf of Strata Corporation
Tapestry BCS 2645

GATEWAY PROPERTY MANAGEMENT CORPORATION

NOTICE OF AN ANNUAL GENERAL MEETING

Please take notice that the **ANNUAL GENERAL MEETING** of the **OWNERS** of **STRATA PLAN BCS 2645 – TAPESTRY**, will be held on:

DATE: WEDNESDAY, APRIL 22, 2009

TIME: 7:00 P.M. (Registration at 6: 30 P.M.)

PLACE: GRANVILLE ROOM in the PLAZA 500 HOTEL – 500 West 12th Avenue
(intersection with Cambie Street)

AGENDA

6:30 p.m. Registration and Certification of Proxies

7:00 p.m. Meeting – Call to Order
***There must be at least 81 Votes present, in person or represented by proxy, before the meeting can be called to order**

Filing of Proof of Notice of Meeting

Approval of Agenda

Approval of the minutes of the Annual General Meeting held on February 21, 2008

Report on Strata Insurance

Approval of 2009/2010 Operating Budget

¾ Vote Resolution 1 – Bylaw Amendments

Election of New Council

New Business/General Discussion

Termination

PLEASE MAKE EVERY EFFORT TO ATTEND. IF YOU CANNOT ATTEND, PLEASE USE THE PROXY AUTHORIZATION ATTACHED.

(THE PROPERTY MANAGER OR ANY EMPLOYEE OF THE STRATA CORPORATION CANNOT BE APPOINTED AS A PROXY)

Enclosures:

- Minutes of the Annual General Meeting on February 17, 2008
- Insurance Certificate
- Proposed 2009/2010 Budget
- Budget Notes
- Balance Sheet
- Unit Entitlement/Fee Schedule
- Proxy Authorization
- Proposed Set of Bylaws

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

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

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

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

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

APPROVAL OF THE AGENDA

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

REPORT ON STRATA INSURANCE

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

APPROVAL OF THE 2008/2009 OPERATING BUDGET

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

The following was noted:

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

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

ELECTION OF COUNCIL

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

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

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

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

NEW BUSINESS

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

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

Page 3

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

ADJOURNMENT

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

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

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

Administrative Assistant:

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

BFL Canada Insurance Services Inc.
 1177 West Hastings Street, Suite 200, Vancouver, BC V6E 2K3
 Phone No. (604) 669-9600 Fax No. (604) 683-9316
 vancouver@bfl87.ca
International Insurance Brokers

CERTIFICATE OF INSURANCE		Previous Policy No. NEW	New Policy No. BFL04BCS2645
NAME OF INSURED	The Owners, Strata Plan BCS2645, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners.		
PROPERTY MANAGER	Gateway Property Management Corporation		
MAILING ADDRESS	400 - 11950 80th Avenue, Delta, BC V4C 1Y2		
POLICY PERIOD	From: November 28, 2007 To: March 31, 2009		
INSURED LOCATION	12:01 a.m. standard time at the location of the premises as to each of the said dates 750 West 12th Avenue, Vancouver, BC V5Z 0A3 2851 Heather Street, Vancouver, BC V5Z 0A2		
CONSTRUCTION	TAPESTRY Fire Resistive 6 & 10 Storeys 2 Buildings		
OCCUPIED BY INSURED AS	86 + 144 = 230 Residential Units 2 Commercial Units		
Insurance is provided, subject to the Declarations, Terms, Conditions of the Policy and its Riders, only for which specific Riders are attached and for which a specific limit or annotation is shown hereunder.			
INSURING AGREEMENT		DEDUCTIBLE	LIMIT
SECTION I - PROPERTY (Revision date Aug 24, 2006)			\$ 56,000,000
A. All Property - All Risks, Stated Amount Co-Insurance, Guaranteed Replacement Cost, By-Laws			
All Risks		\$ 1,000	
Sewer Backup Damage		\$ 2,500	
Sewer Backup Damage with respect to vacant units		\$ 5,000	
Water Damage		\$ 2,500	
Water Damage with respect to vacant units		\$ 5,000	
Earthquake Damage		% 10	
Flood Damage		\$ 10,000	
Lock & Key		\$ 250	\$ 10,000
B. Business Interruption (Gross Rents), Indemnity Period - N/A Months			\$ Not Covered
SECTION II - COMPREHENSIVE CRIME			
A. Employee Dishonesty			\$ 25,000
B. Money and Securities Broad Form Coverage			\$ 25,000
SECTION III - COMMERCIAL GENERAL LIABILITY			
General Total Limit		\$ 1,000	\$ 10,000,000
Products and Completed Work Total Limit		\$	\$ 10,000,000
Limited Pollution Liability Total Sub-Limit		\$	\$ 1,000,000
Each Event Limit		\$	\$ 10,000,000
Limited Pollution Liability Each Event Sub-Limit		\$	\$ 1,000,000
Medical Expenses Limit		\$	\$ 10,000
Tenant Liability Limit		\$	\$ 1,000,000
Personal Injury Liability Limit		\$	\$ 10,000,000
Each Event Deductible - Limited Pollution Liability		\$ 10,000	
Each Event Deductible - All Other Losses		\$ 1,000	
SECTION IV - CONDOMINIUM DIRECTORS & OFFICERS LIABILITY			
Claims Made Form (Including Property Manager)		\$ Nil	\$ Not Covered
SECTION V - COMPREHENSIVE GLASS			
	Residential	\$ 100	Blanket
	Commercial	\$ 250	Blanket
SECTION VI - EQUIPMENT BREAKDOWN			
Direct Damage - Each Accident		\$ 500	\$ 56,000,000
Additional Benefits Limits:			
	- Ammonia Contamination		\$ 100,000
	- Computer Software and Electronic Data Media Material		\$ 10,000
	- Data and Records Restoration Costs		\$ 10,000
	- Demolition and Increased Cost of Construction		\$ 250,000
	- Expediting Expenses		\$ 10,000
	- Extra Expense		\$ 100,000
	- Hazardous Substances		\$ 100,000
	- Inventory or Appraisals, Professional Fees		\$ 100,000
	- Newly Acquired Locations		\$ 250,000
	- Off Premises Utility Failure		\$ 50,000
	- Water Damage		\$ 100,000
Loss of Rental Income - Each Accident - N/A Months Indemnity Period			\$ Not Covered
SECTION VII - POLLUTION LIABILITY - Claims Made Form			
Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense		\$ N/A	\$ Not Covered
SECTION VIII - VOLUNTEER ACCIDENT			
		See Policy Wordings	\$ See Policy Wordings
SECTION IX - NON-OWNED AUTOMOBILE			
Any One Accident Limit			\$ 10,000,000
LOSS IF ANY PAYABLE TO:		To all Registered Unit Owners &/or other Mortgagees as their interest may appear and as shown in the Land Registration District Office applicable to the said Property. (The Standard Mortgage Clause is applicable unless Special Mortgage Clause attached)	
TOTAL PREMIUM:			\$ 77,141.00

This Policy contains a clause(s) which may limit the amount payable

This Certificate is not valid unless countersigned by an Authorized Representative of the Insurer(s).

E.& O.E.

DATE: November 29, 2007

BFL CANADA INSURANCE SERVICES INC.

COPY

 AUTHORIZED REPRESENTATIVE

SUBSCRIPTION

BFL Canada Insurance Services Inc.
 1177 West Hastings Street, Suite 200, Vancouver, BC V6E 2K3
 Phone No. (604) 669-9600 Fax No. (604) 683-9316
 vancouver@bfi87.ca

International Insurance Brokers

ENDORSEMENT NO.02 THIS ENDORSEMENT IS ATTACHED TO AND MADE A PART OF THE POLICY BFL04BCS2645, EFFECTIVE AS OF November 29, 2008

IT IS HEREBY UNDERSTOOD AND AGREED THAT:

Section I - Property, Sub Section A, All Property and Section VI - Equipment Breakdown, Direct Damage are amended to read as follows and not as previously written.

NAME OF INSURED The Owners, Strata Plan BCS2645, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners.
PROPERTY MANAGER Gateway Property Management Corporation
MAILING ADDRESS 400 - 11950 80th Avenue, Delta, BC V4C 1Y2
POLICY PERIOD From: November 28, 2007 To: March 31, 2009
 12:01 a.m. standard time at the location of the premises as to each of the said dates
INSURED LOCATION 750 West 12th Avenue, Vancouver, BC V5Z 0A3
 2851 Heather Street, Vancouver, BC V5Z 0A2

CONSTRUCTION TAPESTRY
 Fire Resistive 10 Storeys 2 Buildings
OCCUPIED BY INSURED AS 230 Residential Units 2 Commercial Units

Insurance is provided, subject to the Declarations, Terms, Conditions of the Policy and its Riders, only for which specific Riders are attached and for which a specific limit or annotation is shown hereunder.

INSURING AGREEMENT		DEDUCTIBLE	LIMIT
SECTION I - PROPERTY (Revision date Aug 24, 2006)			\$ 61,040,000
A. All Property - All Risks, Stated Amount Co-Insurance, Guaranteed Replacement Cost, By-Laws			
All Risks		\$ 1,000	
Sewer Backup Damage		\$ 2,500	
Water Damage		\$ 2,500	
Earthquake Damage		% 10	
Flood Damage		\$ 10,000	
Lock & Key		\$ 250	\$ 10,000
B. Business Interruption (Gross Rents), Indemnity Period - N/A Months			\$ Not Covered
SECTION II - COMPREHENSIVE CRIME			
A. Employee Dishonesty			\$ 25,000
B. Money and Securities Broad Form Coverage			\$ 25,000
SECTION III - COMMERCIAL GENERAL LIABILITY			
General Total Limit		\$ 1,000	\$ 10,000,000
Products and Completed Work Total Limit		\$	\$ 10,000,000
Limited Pollution Liability Total Sub-Limit		\$	\$ 1,000,000
Each Event Limit		\$	\$ 10,000,000
Limited Pollution Liability Each Event Sub-Limit		\$	\$ 1,000,000
Medical Expenses Limit		\$	\$ 10,000
Tenant Liability Limit		\$	\$ 1,000,000
Personal Injury Liability Limit		\$	\$ 10,000,000
Each Event Deductible - Limited Pollution Liability		\$ 10,000	
Each Event Deductible - All Other Losses		\$ 1,000	
SECTION IV - CONDOMINIUM DIRECTORS & OFFICERS LIABILITY			
Claims Made Form (Including Property Manager)		\$ Nil	\$ Not Covered
SECTION V - COMPREHENSIVE GLASS			
Residential		\$ 100	Blanket
Commercial		\$ 250	Blanket
SECTION VI - EQUIPMENT BREAKDOWN			
Direct Damage - Each Accident		\$ 500	\$ 61,040,000
Additional Benefits Limits:			
- Ammonia Contamination			\$ 100,000
- Computer Software and Electronic Data Media Material			\$ 10,000
- Data and Records Restoration Costs			\$ 10,000
- Demolition and Increased Cost of Construction			\$ 250,000
- Expediting Expenses			\$ 10,000
- Extra Expense			\$ 100,000
- Hazardous Substances			\$ 100,000
- Inventory or Appraisals, Professional Fees			\$ 100,000
- Newly Acquired Locations			\$ 250,000
- Off Premises Utility Failure			\$ 50,000
- Water Damage			\$ 100,000
Loss of Rental Income - Each Accident - N/A Months Indemnity Period			\$ Not Covered
SECTION VII - POLLUTION LIABILITY - Claims Made Form			
Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense		\$ N/A	\$ Not Covered
SECTION VIII - VOLUNTEER ACCIDENT			
		See Policy Wordings	\$ See Policy Wordings
SECTION IX - NON-OWNED AUTOMOBILE			
Any One Accident Limit			\$ 10,000,000
LOSS IF ANY PAYABLE TO:		To all Registered Unit Owners &/or other Mortgagees as their interest may appear and as shown in the Land Registration District Office applicable to the said Property. (The Standard Mortgage Clause is applicable unless Special Mortgage Clause attached)	
ADDITIONAL PREMIUM:			\$ 1,700

This Policy contains a clause(s) which may limit the amount payable

This Certificate is not valid unless countersigned by an Authorized Representative of the Insurer(s).

E. & O.E.

DATE: October 28, 2008

BFL CANADA INSURANCE SERVICES INC.

AUTHORIZED REPRESENTATIVE

SUBSCRIPTION

TAPESTRY - BCS 2645

2009/2010 BUDGET

		Approved Budget 2008/2009			2008/2009 Budget - Actual			Proposed Budget 2009/2010		
		Residential	Commercial	Combined	Residential	Commercial	Combined	Residential	Commercial	Combined
Revenue										
3005	Rent Recovery	\$8,554.50	\$445.50	\$9,000.00	\$8,549.00	\$451.00	\$9,000.00	\$8,549.00	\$451.00	\$9,000.00
3105	Condo Assessments	\$601,997.00	\$26,253.00	\$628,250.00	\$602,003.00	\$26,253.00	\$628,256.00	\$601,997.00	\$50,007.00	\$652,004.00
3110	Parking				\$450.00		\$450.00	\$3,600.00		\$3,600.00
3330	NSF Admin. Charges				\$250.00		\$250.00	\$100.00		\$100.00
3340	Interest Income				\$2,040.00	\$61.00	\$2,101.00			\$0.00
3359	Move in Fees				\$4,800.00		\$4,800.00	\$2,000.00		\$2,000.00
3395	Miscellaneous				\$12,766.00		\$12,766.00	\$5,000.00		\$5,000.00
	Total Revenue	\$610,551.50	\$26,698.50	\$637,250.00	\$630,858.00	\$26,765.00	\$657,623.00	\$621,246.00	\$50,458.00	\$671,704.00
Operating Expenses										
4110	Insurance	\$59,881.50	\$3,118.50	\$63,000.00	\$52,858.00	\$2,782.00	\$55,640.00	\$62,700.00	\$3,300.00	\$66,000.00
4210	Management Fees	\$52,164.00	\$1,764.00	\$53,928.00	\$49,266.00	\$882.00	\$50,148.00	\$52,164.00	\$934.00	\$53,098.00
4410	Legal Fees				(\$908.00)		(\$908.00)	\$1,000.00	\$0.00	\$1,000.00
4440	Audit Fee	\$475.25	\$24.75	\$500.00			\$0.00	\$4,750.00	\$250.00	\$5,000.00
4520	Office Services	\$3,326.75	\$173.25	\$3,500.00	\$5,720.00	\$160.00	\$5,880.00	\$6,650.00	\$350.00	\$7,000.00
4530	Telephone	\$1,425.75	\$74.25	\$1,500.00	\$1,267.00	\$65.00	\$1,332.00	\$1,710.00	\$90.00	\$1,800.00
4610	Condo Fee-Manager's suite	\$2,642.39	\$137.61	\$2,780.00	\$1,952.40	\$102.60	\$2,055.00	\$2,642.39	\$137.00	\$2,780.00
4805	Wages Manager	\$38,020.00	\$1,980.00	\$40,000.00	\$32,700.00	\$1,800.00	\$34,500.00	\$35,226.00	\$1,854.00	\$37,080.00
4821	Employer Payroll Costs				\$421.80	\$22.20	\$444.00	\$421.80	\$22.00	\$443.80
4825	CPP				\$1,433.00	\$84.00	\$1,517.00	\$1,710.00	\$90.00	\$1,800.00
4830	EI				\$772.00	\$48.00	\$820.00	\$855.00	\$45.00	\$900.00
4835	WCB				\$338.00	\$18.00	\$356.00	\$380.00	\$20.00	\$400.00
5010	Electricity	\$42,772.50	\$2,227.50	\$45,000.00	\$54,344.00	\$3,399.00	\$57,743.00	\$49,000.00	\$4,000.00	\$53,000.00
5020	Gas	\$80,000.00	\$0.00	\$80,000.00	\$71,863.00	(\$191.00)	\$71,672.00	\$70,000.00	\$0.00	\$70,000.00
5050	Water & Sewer	\$41,346.75	\$2,153.25	\$43,500.00	\$12,166.00	\$0.00	\$12,166.00	\$16,500.00	\$13,500.00	\$30,000.00
5060	Waste Removal	\$16,000.00	\$1,000.00	\$17,000.00	\$19,426.00	\$1,285.00	\$20,711.00	\$20,700.00	\$1,400.00	\$22,100.00
5065	Recycling	\$3,500.00	\$500.00	\$4,000.00	\$2,133.00	\$112.00	\$2,245.00	\$2,200.00	\$120.00	\$2,320.00
5071	Intercom/access control	\$22,812.00	\$1,188.00	\$24,000.00	\$22,121.00	\$1,162.00	\$23,283.00	\$24,000.00	\$1,500.00	\$25,500.00
5110	Elevator	\$32,317.00	\$1,683.00	\$34,000.00	\$30,937.00	\$1,600.00	\$32,537.00	\$26,000.00	\$1,500.00	\$27,500.00
5130	Pest control	\$1,425.75	\$74.25	\$1,500.00	\$74.00	\$0.00	\$74.00	\$950.00	\$50.00	\$1,000.00
5145	Janitorial Contract	\$19,010.00	\$990.00	\$20,000.00	\$20,636.00	\$1,381.00	\$22,017.00	\$21,400.00	\$1,150.00	\$22,550.00
5150	HVAC Contract - Residential						\$0.00	\$4,400.00	\$0.00	\$4,400.00
5155	Landscaping Contract	\$33,267.50	\$1,732.50	\$35,000.00	\$26,215.00	\$1,325.00	\$27,540.00	\$31,468.00	\$1,660.00	\$33,128.00
5170	Emergency Generator	\$1,901.00	\$99.00	\$2,000.00	\$1,296.00	\$69.00	\$1,365.00	\$1,995.00	\$105.00	\$2,100.00
5175	Fire Service	\$6,178.25	\$321.75	\$6,500.00	\$6,818.00	\$360.00	\$7,178.00	\$7,600.00	\$400.00	\$8,000.00
5190	Maintenance Contract - Comm.						\$0.00	\$0.00	\$4,000.00	\$4,000.00
5220	Window Cleaning				\$4,863.00	\$256.00	\$5,119.00	\$4,940.00	\$220.00	\$5,160.00
5225	Dryer Duct Cleaning				\$5,072.00		\$5,072.00	\$5,100.00	\$0.00	\$5,100.00
5230	Carpet Cleaning				\$1,692.00	\$113.00	\$1,805.00	\$1,900.00	\$100.00	\$2,000.00
5250	Cleaning Supplies	\$11,881.25	\$618.75	\$12,500.00	\$615.00	\$31.00	\$646.00	\$1,140.00	\$60.00	\$1,200.00
5260	Lighting Supplies				\$5,130.00	\$266.00	\$5,396.00	\$4,750.00	\$250.00	\$5,000.00
5304	Exterior R&M	\$23,762.50	\$1,237.50	\$25,000.00	\$1,835.00	\$97.00	\$1,932.00	\$20,500.00	\$500.00	\$21,000.00
5308	Common Area R&M	\$23,391.81	\$1,218.20	\$24,610.00	\$7,480.00	\$263.00	\$7,743.00	\$22,100.00	\$500.00	\$22,600.00
5312	Elevator R & M				\$1,771.00	\$58.00	\$1,829.00	\$1,900.00	\$100.00	\$2,000.00
5324	Snow Removal R & M				\$3,491.00	\$184.00	\$3,675.00	\$4,500.00	\$1,500.00	\$6,000.00
5325	Parking, Walks & Driveways				\$2,810.00	\$72.00	\$2,882.00	\$4,750.00	\$250.00	\$5,000.00
5326	Landscaping - Daycare						\$0.00	\$0.00	\$3,100.00	\$3,100.00
5334	Overhead Gates R & M				\$917.00	\$48.00	\$965.00	\$2,850.00	\$150.00	\$3,000.00
5336	Security R&M				\$4,896.00		\$4,896.00			
5338	HVAC R & M	\$6,653.50	\$346.50	\$7,000.00	\$2,179.00		\$2,179.00	\$5,000.00	\$0.00	\$5,000.00
5340	Plumbing R & M				\$482.00		\$482.00	\$5,000.00	\$500.00	\$5,500.00
5350	Suites R & M				\$564.00	(\$81.00)	\$483.00	\$5,000.00	\$500.00	\$5,500.00
5510	Property Taxes (Mgr. Suite)	\$2,471.30	\$128.70	\$2,600.00	\$2,427.00	\$128.00	\$2,555.00	\$2,540.00	\$170.00	\$2,710.00
5610	Licences & Dues				\$1,736.00	\$56.00	\$1,792.00	\$1,900.00	\$100.00	\$2,000.00
5720	Miscellaneous	\$2,851.50	\$148.50	\$3,000.00			\$0.00	\$0.00	\$0.00	\$0.00
9311	Mortgage	\$25,568.45	\$1,331.55	\$26,900.00	\$22,468.00	\$1,159.00	\$23,627.00	\$25,500.00	\$1,500.00	\$27,000.00
	Total Operating Expenses	\$555,046.70	\$24,271.31	\$579,318.00	\$484,277.20	\$19,115.80	\$503,393.00	\$565,792.19	\$45,977.00	\$611,769.19
	Operating Income/Deficit	\$55,504.81	\$2,427.20	\$57,932.00	\$146,580.80	\$7,649.20	\$154,230.00	\$55,453.81	\$4,481.00	\$59,934.81
9410	Contingency Reserve (10%)	\$55,504.67	\$2,427.13	\$57,931.80	\$55,505.00	\$2,427.00	\$57,932.00	\$55,453.81	\$4,481.00	\$59,934.81
	Cash Flow	\$0.14	\$0.06	\$0.20	\$91,075.80	\$5,222.20	\$96,298.00	\$0.00	\$0.00	\$0.00

TAPESTRY BCS 2645

2009/2010 BUDGET NOTES

REVENUE:

- 3005 SUITE RENT** – Revenue from Resident Caretakers' suite (Unit #218 Heather Bldg.) - \$750.00 per month. Shared revenue.
- 3105 CONDO ASSESSMENTS** – Strata Fees based on unit entitlement.
- 3110 PARKING RENT** – Revenue for monthly parking from extra stalls belonging to the Strata Corporation. Residential Revenue Only. There are 6 available parking stalls, currently 2 are rented out at \$100/mo. We averaged the proposed income at 3 stalls to be rented out monthly, for the year.
- 3330 NSF ADMINISTRATION CHARGES** – Charges for returned cheques, \$25 each.
- 3340 INTEREST INCOME** – Interest on funds in the Operating account. Shared revenue. Should be lower next year as a high amount from the operating funds will be spent on insurance renewal in April 2009.
- 3359 MOVE IN FEES** – Non refundable fee charged at move in - \$100. Should have less moves next year.
- 3395 MISCELLANEOUS INCOME** – Revenue from fines, amenity room rental, extra garage transmitters and access cards.

OPERATING EXPENSES:

- 4110 INSURANCE** – The Strata Corporation is required to maintain full replacement value coverage on all of its buildings. Allowance for 5% increase.
- 4210 MANAGEMENT FEES** – 5.9% increase.
- 4410 LEGAL FEES** - Charges for title searches, placement and release of liens, etc. Off-set by the lien charges to be paid by the defaulting strata lots.
- 4440 TRUST AUDIT** – Allowance due to the Real Estate Services Act replacing the "Real Estate Act" requiring annual trust auditors to review accounts and file reports with the Real Estate Council. Also includes an audit of the account by the Strata Corporation.
- 4520 OFFICE SERVICES** – This account includes budget expenses for correspondence, notices, Council Meeting and General Meeting information, faxes, postage and courier charges etc. Shared expense.
- 4530 TELEPHONE** – Resident Caretaker's cell phone (approx. \$69 per mo.) and office phone (approx. \$37 per mo.). Shared expense.
- 4610 STRATA SUITE MAINTENANCE FEES** – Allowance for the monthly strata fees allocated to Unit #218 Heather Bldg. on the basis of unit entitlement. Shared expense.
- 4805 WAGES MANAGER** – Resident Caretaker: An allowance for the salary of the Resident Caretaker on-duty, eight hours per day, Monday to Friday. 3% increase.
- 4821 EMPLOYER PAYROLL COSTS** – Estimate based on last year. Shared expense.
- 4825 EI** – Estimate based on last year.
- 4830 CPP** – Estimate based on last year.
- 4835 WCB** – Estimate based on last year.
- 5010 ELECTRICITY** – Estimate based on last year. 5% increase. Shared expense. The actual amount for the current year is overstated as part of the expense relates to the interim period.

- 5020 GAS** – Estimate based on last year. Expense of the Residential section only. The Commercial section is metered separately. The credit showing in the actual column of the Commercial section is due to the fact that a charge was applied to the account in error during the month of Feb 2008 (part of the previous fiscal year) and the error was only fixed in April 2008, within this fiscal year.
- 5050 WATER** – Estimate based on last year. During the current fiscal year, the Residential section paid for both sections a total of approx. \$22,000 and was then reimbursed by the owner of the commercial section, based on meter readings (for daycare and community rooms). Based on this past experience, it was determined that approx. 45% of the total water expense belongs to the two commercial units. Therefore, starting next fiscal year this will become a shared expense with the Commercial allocation 45% and the Residential 55%. Reconciliation will be done at the end of each fiscal year.
The amount estimated for next year is considerably higher due to the fact that now the building is fully occupied and the water consumption is expected to increase.
- 5060 WASTE REMOVAL** – Allowance for a contract with Waste Management Ltd. for waste removal (approx. \$875 per mo.) as well as a contract with Dave Dash Ltd. to pull the bins out of the underground parking on pick-up day (approx. \$850 per mo.). Currently we have 2 garbage rooms: the one in the Heather building has 2 garbage bins, 2 cardboard bins and 6 blue recycling bins and the one in the Avenue building has 2 garbage bins, 1 cardboard bin and 6 blue recycling bins. The daycare garbage room has 1 garbage bin and 3 blue recycling bins. The Commercial section is paying exclusively for the service of the daycare waste removal (approx. \$88 per mo.).
- 5065 RECYCLING** – Allowance for the yearly charge from the City of Vancouver, for removal of recycling from the blue bins.
- 5071 INTERCOM** – Estimated lease contract rate issued by Irwin Commercial. Shared expense (\$1,976 per mo for the Residential and \$104 per mo for the Commercial).
- 5110 ELEVATOR CONTRACT** – Preventive Maintenance contract with ThyssenKrupp Elevator (\$6,728 quarterly). Shared expense.
- 5130 PEST CONTROL** – Allowance to provide pest control services if needed. Contract to be entered into by the Strata Council.
- 5145 JANITORIAL CONTRACT** – Allowance for support cleaning (\$1,650 plus GST per month) and holiday relief for the Resident Caretaker (approx. \$1,650 plus GST for 2 weeks). Shared expense.
- 5150 HVAC CONTRACT** – Preventive maintenance contract with National Hydronics Ltd. (\$1,090 quarterly). Residential Section only.
- 5155 LANDSCAPING CONTRACT** – Contract with Moscone Bros. (shared expense - \$2,559 per mo for Residential section and \$135 per mo for the Commercial section). Includes the winterization and spring start-up of the sprinkler system and any repairs/maintenance to the sprinkler system.
- 5170 EMERGENCY GENERATOR** – Allowance for inspection of generator 2 times per year, diesel fuel top up (monthly testing by resident caretaker) and any parts and repair the generator may require.
- 5175 FIRE SERVICE CONTRACT** – Allowance for annual inspection of fire safety system in the common area and in-suite devices and sprinkler system. Includes any repairs and the winterizing of the parkade dry sprinkler system. Also includes fire monitoring by ADT Security at \$553.46 quarterly). Shared expenses.
- 5190 MAINTENANCE CONTRACT** – HVAC preventive contract with National Hydronics Ltd. (\$539 quarterly) plus any additional repairs. For the Commercial section only.
- 5220 WINDOW CLEANING** – Estimate based on last year. Shared expense. This account was added to the budget for more detail.
- 5225 DRYER DUCT CLEANING** – Estimate based on last year. Expense of the Residential section only.

TAPESTRY BCS 2645 2009/2010 Budget Notes*Page -3- Continued*

- 5230 **CARPET CLEANING** – Estimate based on last year for a cleaning maintenance program for the common area carpets. Shared expense. This account was added to the budget for more detail.
- 5250 **CLEANING SUPPLIES** – This account has been modified to only include the cleaning supplies whereas originally it was to include miscellaneous cleaning and maintenance items.
- 5260 **LIGHTING SUPPLIES** – Estimate based on last year.
- 5304 **EXTERIOR REPAIRS AND MAINTENANCE** – Originally, this was an estimate for a building envelope inspection (approx. \$12,500) and any maintenance repairs resulted from that (approx. \$12,500). Due to the fact that the developer retained Morrison Hershfield Engineering to perform a review of the building envelope components and provide a report, the Strata Council decided to rely on that report and perform a future envelope review before the end of the 6 years envelope warranty expiry date (November 19, 2013). This account has been used for maintenance and repairs of the building exterior (signs, lighting, etc).
- 5308 **COMMON AREA REPAIRS AND MAINTENANCE** – Allowance for general repairs and maintenance of the interior of the building's common area (graffiti removal, touch-up painting, door hardware and other repairs, minor target hardening, etc.).
- 5312 **ELEVATOR R & M** – Any service calls not covered under the contract. Shared expense.
- 5324 **SNOW REMOVAL** – Estimate based on last year. Next year the exterior parking area of the daycare will be included in the contract of the Strata Corporation and the Commercial Section will pay 25% of the total expense.
- 5325 **PARKING, WALKS AND DRIVEWAYS** – Estimate based on last year. Includes pressure washing of the underground parking (approx. \$3,800).
- 5326 **LANDSCAPING** – Contract with Moscone Bros. for monthly maintenance of the Daycare Center. Commercial Section only.
- 5334 **OVERHEAD GATES R & M** – Repairs and maintenance of the garage gates, including twice per year lubrication and inspection.
- 5336 **Security R&M** – Covered the security patrols during the initial move-ins.
- 5338 **HVAC MAINTENANCE** – This originally allowed for preventive maintenance contract of the mechanical systems with National Hydronics Ltd.. This will now be covered under 5150 – HVAC Contract. This account 5338 will now cover for any additional repairs needed to the HVAC system (not included in the contract) for the Residential section only.
- 5340 **PLUMBING R & M** – Any repairs to the plumbing system. This expense will be allocated to the section that it specifically pertains to.
- 5350 **SUITES R & M** – Any repairs to suites, due to building issues. This expense will be allocated to the section that it specifically pertains to.
- 5510 **PROPERTY TAX** - Property taxes on the Strata-owned Unit #218 – Heather Building. Shared expense.
- 5610 **LICENCES AND DUES** – Annual charges from the City for elevators and boilers licences.
- 5720 **MISCELLANEOUS** – Originally this was an allowance for license fees (elevators, boilers, etc) and any other unforeseen expenses. Has been covered under 5610 – Licences and Dues.
- 9311 **CARETAKER SUITE MORTGAGES** – Allowance for the monthly mortgage payments associated with the Strata Corporation's Strata Lot rented by the Resident Caretaker. The current mortgages are with BMO and Concert Properties.
- 9410 **CONTINGENCY RESERVE FUND** – 10% of the total contribution to the operating fund.

NOTES:

- the regular expenses that are shared by both the Residential and the Commercial sections are allocated 95% to the Residential and 5% to the Commercial;
- the fiscal year ended (as of Feb 28, 2009) with a surplus of:
 - o - \$91,075.80 for the Residential Section
 - o - \$5,222.20 for the Commercial Section.

The Strata Council is hereby recommending the following:

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

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

- **THE INTERIM PERIOD ENDED WITH A SURPLUS AS BELOW, WHICH THE STRATA COUNCIL IS HEREBY RECOMMENDING TO BE MOVED TO THE CONTINGENCY RESERVE FUND:**
 - o - \$37,841.88 for the Residential Section;
 - o - \$1,296.69 for the Commercial Section.
- **THE CONTINGENCY RESERVE FUND AT THE END OF THE INTERIM PERIOD (FEB 29, 2008) WAS:**
 - o - \$40,466.44 for the Residential Section;
 - o - \$1,991.57 for the Commercial Section.

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

- **Residential Section –**

o – amount as of Feb 29, 2008	\$40,466.44
o – annual contribution per the budget	\$55,505.00
o – interest earned	\$ 1,464.24
o – amount as of Feb 28, 2009	\$97,435.68
- **Commercial Section –**

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

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NEW FEE SCHEDULE 2009/2010

EFFECTIVE MARCH 1, 2009

Strata Lot	Suite #	Bldg.	Unit Entitlement	Current Fee	Operating Contribution	CRF	Approved Strata Fee	Retro Amt Due
1	101	H	47	121.93	\$ 110.69	\$ 11.24	\$ 121.93	\$ -
2	102	H	42	108.96	\$ 98.91	\$ 10.05	\$ 108.96	\$ -
3	103	H	47	121.93	\$ 110.69	\$ 11.24	\$ 121.93	\$ -
4	104	H	44	114.14	\$ 103.62	\$ 10.52	\$ 114.14	\$ -
5	105	H	56	145.27	\$ 131.88	\$ 13.39	\$ 145.27	\$ -
6	201	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
7	202	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
8	203	H	104	269.80	\$ 244.92	\$ 24.88	\$ 269.80	\$ -
9	204	H	101	262.02	\$ 237.86	\$ 24.16	\$ 262.02	\$ -
10	205	H	61	158.25	\$ 143.66	\$ 14.59	\$ 158.25	\$ -
11	206	H	75	194.57	\$ 176.63	\$ 17.94	\$ 194.57	\$ -
12	207	H	74	191.97	\$ 174.27	\$ 17.70	\$ 191.97	\$ -
13	208	H	71	184.19	\$ 167.21	\$ 16.98	\$ 184.19	\$ -
14	209	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
15	210	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
16	211	H	71	184.19	\$ 167.21	\$ 16.98	\$ 184.19	\$ -
17	212	H	74	191.97	\$ 174.27	\$ 17.70	\$ 191.97	\$ -
18	213	H	75	194.57	\$ 176.63	\$ 17.94	\$ 194.57	\$ -
19	214	H	61	158.25	\$ 143.66	\$ 14.59	\$ 158.25	\$ -
20	215	H	102	264.61	\$ 240.21	\$ 24.40	\$ 264.61	\$ -
21	216	H	95	246.45	\$ 223.73	\$ 22.72	\$ 246.45	\$ -
22	217	H	88	228.29	\$ 207.24	\$ 21.05	\$ 228.29	\$ -
23	218	H	66	171.22	\$ 155.43	\$ 15.79	\$ 171.22	\$ -
24	301	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
25	302	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
26	303	H	103	267.21	\$ 242.57	\$ 24.64	\$ 267.21	\$ -
27	304	H	101	262.02	\$ 237.86	\$ 24.16	\$ 262.02	\$ -
28	305	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
29	306	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
30	307	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
31	308	H	94	243.85	\$ 221.37	\$ 22.48	\$ 243.85	\$ -
32	309	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
33	310	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
34	311	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
35	312	H	102	264.61	\$ 240.21	\$ 24.40	\$ 264.61	\$ -
36	313	H	104	269.80	\$ 244.92	\$ 24.88	\$ 269.80	\$ -
37	314	H	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
38	315	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
39	401	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
40	402	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
41	403	H	103	267.21	\$ 242.57	\$ 24.64	\$ 267.21	\$ -
42	404	H	101	262.02	\$ 237.86	\$ 24.16	\$ 262.02	\$ -
43	405	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
44	406	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
45	407	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
46	408	H	94	243.85	\$ 221.37	\$ 22.48	\$ 243.85	\$ -
47	409	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
48	410	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -

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NEW FEE SCHEDULE 2009/2010**EFFECTIVE MARCH 1, 2009**

Strata Lot	Suite #	Bldg.	Unit Entitlement	Current Fee	Operating Contribution	CRF	Approved Strata Fee	Retro Amt Due
49	411	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
50	412	H	102	264.61	\$ 240.21	\$ 24.40	\$ 264.61	\$ -
51	413	H	104	269.80	\$ 244.92	\$ 24.88	\$ 269.80	\$ -
52	414	H	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
53	415	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
54	501	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
55	502	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
56	503	H	103	267.21	\$ 242.57	\$ 24.64	\$ 267.21	\$ -
57	504	H	101	262.02	\$ 237.86	\$ 24.16	\$ 262.02	\$ -
58	505	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
59	506	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
60	507	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
61	508	H	94	243.85	\$ 221.37	\$ 22.48	\$ 243.85	\$ -
62	509	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
63	510	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
64	511	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
65	512	H	102	264.61	\$ 240.21	\$ 24.40	\$ 264.61	\$ -
66	513	H	104	269.80	\$ 244.92	\$ 24.88	\$ 269.80	\$ -
67	514	H	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
68	515	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
69	601	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
70	602	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
71	603	H	103	267.21	\$ 242.57	\$ 24.64	\$ 267.21	\$ -
72	604	H	101	262.02	\$ 237.86	\$ 24.16	\$ 262.02	\$ -
73	605	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
74	606	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
75	607	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
76	608	H	94	243.85	\$ 221.37	\$ 22.48	\$ 243.85	\$ -
77	609	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
78	610	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
79	611	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
80	612	H	102	264.61	\$ 240.21	\$ 24.40	\$ 264.61	\$ -
81	613	H	104	269.80	\$ 244.92	\$ 24.88	\$ 269.80	\$ -
82	614	H	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
83	615	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
84	701	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
85	702	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
86	703	H	103	267.21	\$ 242.57	\$ 24.64	\$ 267.21	\$ -
87	704	H	101	262.02	\$ 237.86	\$ 24.16	\$ 262.02	\$ -
88	705	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
89	706	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
90	707	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
91	708	H	94	243.85	\$ 221.37	\$ 22.48	\$ 243.85	\$ -
92	709	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
93	710	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
94	711	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
95	712	H	102	264.61	\$ 240.21	\$ 24.40	\$ 264.61	\$ -
96	713	H	104	269.80	\$ 244.92	\$ 24.88	\$ 269.80	\$ -
97	714	H	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -

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NEW FEE SCHEDULE 2009/2010

EFFECTIVE MARCH 1, 2009

Strata Lot	Suite #	Bldg.	Unit Entitlement	Current Fee	Operating Contribution	CRF	Approved Strata Fee	Retro Amt Due
98	715	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
99	801	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
100	802	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
101	803	H	103	267.21	\$ 242.57	\$ 24.64	\$ 267.21	\$ -
102	804	H	101	262.02	\$ 237.86	\$ 24.16	\$ 262.02	\$ -
103	805	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
104	806	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
105	807	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
106	808	H	94	243.85	\$ 221.37	\$ 22.48	\$ 243.85	\$ -
107	809	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
108	810	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
109	811	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
110	812	H	102	264.61	\$ 240.21	\$ 24.40	\$ 264.61	\$ -
111	813	H	104	269.80	\$ 244.92	\$ 24.88	\$ 269.80	\$ -
112	814	H	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
113	815	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
114	901	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
115	902	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
116	903	H	103	267.21	\$ 242.57	\$ 24.64	\$ 267.21	\$ -
117	904	H	101	262.02	\$ 237.86	\$ 24.16	\$ 262.02	\$ -
118	905	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
119	906	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
120	907	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
121	908	H	94	243.85	\$ 221.37	\$ 22.48	\$ 243.85	\$ -
122	909	H	68	176.40	\$ 160.14	\$ 16.26	\$ 176.40	\$ -
123	910	H	67	173.82	\$ 157.79	\$ 16.03	\$ 173.82	\$ -
124	911	H	85	220.51	\$ 200.18	\$ 20.33	\$ 220.51	\$ -
125	912	H	102	264.61	\$ 240.21	\$ 24.40	\$ 264.61	\$ -
126	913	H	104	269.80	\$ 244.92	\$ 24.88	\$ 269.80	\$ -
127	914	H	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
128	915	H	87	225.70	\$ 204.89	\$ 20.81	\$ 225.70	\$ -
129	1001	H	92	238.67	\$ 216.66	\$ 22.01	\$ 238.67	\$ -
130	1002	H	121	313.90	\$ 284.96	\$ 28.94	\$ 313.90	\$ -
131	1003	H	119	308.71	\$ 280.25	\$ 28.46	\$ 308.71	\$ -
132	1004	H	89	230.89	\$ 209.60	\$ 21.29	\$ 230.89	\$ -
133	1005	H	88	228.29	\$ 207.24	\$ 21.05	\$ 228.29	\$ -
134	1006	H	119	308.71	\$ 280.25	\$ 28.46	\$ 308.71	\$ -
135	1007	H	121	313.90	\$ 284.96	\$ 28.94	\$ 313.90	\$ -
136	1008	H	92	238.67	\$ 216.66	\$ 22.01	\$ 238.67	\$ -
137	101	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
138	102	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
139	103	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
140	104	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
141	105	A	52	134.90	\$ 122.46	\$ 12.44	\$ 134.90	\$ -
142	106	A	110	285.36	\$ 259.05	\$ 26.31	\$ 285.36	\$ -
143	107	A	80	207.53	\$ 188.40	\$ 19.13	\$ 207.53	\$ -
144	108	A	99	256.83	\$ 233.15	\$ 23.68	\$ 256.83	\$ -
145	109	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -

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NEW FEE SCHEDULE 2009/2010
EFFECTIVE MARCH 1, 2009

Strata Lot	Suite #	Bldg.	Unit Entitlement	Current Fee	Operating Contribution	CRF	Approved Strata Fee	Retro Amt Due
146	110	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
147	111	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
148	112	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
149	113	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
150	114	A	48	124.52	\$ 113.04	\$ 11.48	\$ 124.52	\$ -
151	115	A	48	124.52	\$ 113.04	\$ 11.48	\$ 124.52	\$ -
152	116	A	91	236.08	\$ 214.31	\$ 21.77	\$ 236.08	\$ -
153	117	A	95	246.45	\$ 223.73	\$ 22.72	\$ 246.45	\$ -
154	201	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
155	202	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
156	203	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
157	204	A	73	189.38	\$ 171.92	\$ 17.46	\$ 189.38	\$ -
158	205	A	106	274.98	\$ 249.63	\$ 25.35	\$ 274.98	\$ -
159	206	A	80	207.53	\$ 188.40	\$ 19.13	\$ 207.53	\$ -
160	207	A	101	262.02	\$ 237.86	\$ 24.16	\$ 262.02	\$ -
161	208	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
162	209	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
163	210	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
164	211	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
165	212	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
166	213	A	48	124.52	\$ 113.04	\$ 11.48	\$ 124.52	\$ -
167	214	A	48	124.52	\$ 113.04	\$ 11.48	\$ 124.52	\$ -
168	215	A	90	233.48	\$ 211.95	\$ 21.53	\$ 233.48	\$ -
169	216	A	94	243.85	\$ 221.37	\$ 22.48	\$ 243.85	\$ -
170	217	A	92	238.67	\$ 216.66	\$ 22.01	\$ 238.67	\$ -
171	218	A	92	238.67	\$ 216.66	\$ 22.01	\$ 238.67	\$ -
172	301	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
173	302	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
174	303	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
175	304	A	74	191.97	\$ 174.27	\$ 17.70	\$ 191.97	\$ -
176	305	A	106	274.98	\$ 249.63	\$ 25.35	\$ 274.98	\$ -
177	306	A	80	207.53	\$ 188.40	\$ 19.13	\$ 207.53	\$ -
178	307	A	101	262.02	\$ 237.86	\$ 24.16	\$ 262.02	\$ -
179	308	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
180	309	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
181	310	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
182	311	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
183	312	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
184	313	A	59	153.06	\$ 138.95	\$ 14.11	\$ 153.06	\$ -
185	314	A	59	153.06	\$ 138.95	\$ 14.11	\$ 153.06	\$ -
186	315	A	91	236.08	\$ 214.31	\$ 21.77	\$ 236.08	\$ -
187	316	A	94	243.85	\$ 221.37	\$ 22.48	\$ 243.85	\$ -
188	317	A	92	238.67	\$ 216.66	\$ 22.01	\$ 238.67	\$ -
189	318	A	92	238.67	\$ 216.66	\$ 22.01	\$ 238.67	\$ -
190	401	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
191	402	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -

TAPESTRY BCS 2645

Ppty Code: 675

NEW FEE SCHEDULE 2009/2010

EFFECTIVE MARCH 1, 2009

Strata Lot	Suite #	Bldg.	Unit Entitlement	Current Fee	Operating Contribution	CRF	Approved Strata Fee	Retro Amt Due
192	403	A	118	306.11	\$ 277.89	\$ 28.22	\$ 306.11	\$ -
193	404	A	103	267.21	\$ 242.57	\$ 24.64	\$ 267.21	\$ -
194	405	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
195	406	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
196	407	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
197	408	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
198	409	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
199	410	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
200	411	A	59	153.06	\$ 138.95	\$ 14.11	\$ 153.06	\$ -
201	412	A	59	153.06	\$ 138.95	\$ 14.11	\$ 153.06	\$ -
202	413	A	91	236.08	\$ 214.31	\$ 21.77	\$ 236.08	\$ -
203	414	A	94	243.85	\$ 221.37	\$ 22.48	\$ 243.85	\$ -
204	415	A	92	238.67	\$ 216.66	\$ 22.01	\$ 238.67	\$ -
205	416	A	92	238.67	\$ 216.66	\$ 22.01	\$ 238.67	\$ -
206	501	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
207	502	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
208	503	A	118	306.11	\$ 277.89	\$ 28.22	\$ 306.11	\$ -
209	504	A	103	267.21	\$ 242.57	\$ 24.64	\$ 267.21	\$ -
210	505	A	86	223.10	\$ 202.53	\$ 20.57	\$ 223.10	\$ -
211	506	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
212	507	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
213	508	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
214	509	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
215	510	A	70	181.59	\$ 164.85	\$ 16.74	\$ 181.59	\$ -
216	511	A	59	153.06	\$ 138.95	\$ 14.11	\$ 153.06	\$ -
217	512	A	59	153.06	\$ 138.95	\$ 14.11	\$ 153.06	\$ -
218	513	A	91	236.08	\$ 214.31	\$ 21.77	\$ 236.08	\$ -
219	514	A	94	243.85	\$ 221.37	\$ 22.48	\$ 243.85	\$ -
220	515	A	92	238.67	\$ 216.66	\$ 22.01	\$ 238.67	\$ -
221	516	A	92	238.67	\$ 216.66	\$ 22.01	\$ 238.67	\$ -
222	601	A	102	264.61	\$ 240.21	\$ 24.40	\$ 264.61	\$ -
223	602	A	133	345.03	\$ 313.22	\$ 31.81	\$ 345.03	\$ -
224	603	A	126	326.87	\$ 296.73	\$ 30.14	\$ 326.87	\$ -
225	604	A	90	233.48	\$ 211.95	\$ 21.53	\$ 233.48	\$ -
226	605	A	90	233.48	\$ 211.95	\$ 21.53	\$ 233.48	\$ -
227	606	A	89	230.89	\$ 209.60	\$ 21.29	\$ 230.89	\$ -
228	607	A	111	287.96	\$ 261.41	\$ 26.55	\$ 287.96	\$ -
229	608	A	128	332.06	\$ 301.44	\$ 30.62	\$ 332.06	\$ -
230	609	A	126	326.87	\$ 296.73	\$ 30.14	\$ 326.87	\$ -
		UE Total	19338	50,166.90	\$ 45,541.49	\$ 4,625.41	\$ 50,166.90	
Total for Year - Residential				602,002.80			\$ 602,002.80	
231	1-C		318	\$ 628.45	\$ 1,087.31	\$ 109.78	\$ 1,197.09	\$ 1,137.28
232	2-C		789	\$ 1,559.30	\$ 2,697.77	\$ 272.39	\$ 2,970.16	\$ 2,821.72
		UE Total	1107	\$ 2,187.75			\$ 4,167.25	
Total for Year - Commercial				\$ 26,253.00			\$ 50,007.00	
TOTAL - COMBINED				\$ 628,255.80	\$ -	\$ -	\$ 652,009.80	

Balance Sheet (Accrual)
TAPESTRY BCS 2645 - Res - (675r)
February 2009

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3/30/2009
04:23 PM

ASSETS

CASH

Bank - Operating

141,704.67

Petty Cash

300.00

TOTAL CASH

142,004.67

INVESTMENTS

Contingency Reserve

97,435.68

TOTAL INVESTMENTS

97,435.68

ACCOUNTS RECEIVABLE

Accounts Receivable

7,253.86

Prepaid Rent

-514.77

TOTAL ACCOUNTS RECEIVABLE

6,739.09

BUILDINGS & IMPROVEMENTS

Caretaker's Suite

366,260.68

TOTAL BUILDINGS

366,260.68

TOTAL ASSETS

612,440.12

LIABILITIES

MORTGAGES PAYABLE

1st Mortgage Payable

264,769.00

2nd Mortgage Payable

92,499.14

TOTAL MORTGAGES PAYABLE

357,268.14

RESERVES

Contingency Reserve

97,435.68

TOTAL RESERVES

97,435.68

TOTAL LIABILITIES

454,703.82

EQUITIES

OWNERS EQUITY

Appropriated Surplus

8,992.54

Retained Earnings

148,743.76

TOTAL OWNERS EQUITIES

157,736.30

TOTAL LIABILITIES & EQUITIES

612,440.12

Balance Sheet (Accrual)
TAPESTRY BCS 2645 - Comm. - (675c)
February 2009

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3/30/2009
04:23 PM

ASSETS

CASH

Bank - Operating

7,467.84

TOTAL CASH

7,467.84

INVESTMENTS

Contingency Reserve

4,487.29

TOTAL INVESTMENTS

4,487.29

ACCOUNTS RECEIVABLE

Prepaid Rent

-126.14

TOTAL ACCOUNTS RECEIVABLE

-126.14

BUILDINGS & IMPROVEMENTS

Caretaker's Suite

19,074.07

TOTAL BUILDINGS

19,074.07

TOTAL ASSETS

30,903.06

LIABILITIES

MORTGAGES PAYABLE

1st Mortgage Payable

13,788.60

2nd Mortgage Payable

4,817.16

TOTAL MORTGAGES PAYABLE

18,605.76

RESERVES

Contingency Reserve

4,487.29

TOTAL RESERVES

4,487.29

TOTAL LIABILITIES

23,093.05

EQUITIES

OWNERS EQUITY

Appropriated Surplus

468.31

Retained Earnings

7,341.70

TOTAL OWNERS EQUITIES

7,810.01

TOTAL LIABILITIES & EQUITIES

30,903.06

Strata Property Act
FORM A
PROXY APPOINTMENT
(OPTIONAL FORM)
(Section 56)

Re: Strata Lot _____ Suite #: _____ of Strata Plan BCS 2645

The TAPESTRY

Civic Address: ☐ --- 2851 Heather Street, Vancouver, BC V5Z 0A2

☐ --- 750 West 12th Avenue, Vancouver, BC V5Z 0A3

Proxy for a specific meeting

I/We _____ [name(s)], the owner(s)/tenant(s)/mortgagee of
the strata lot described above, appoint _____ [name of
appointee] to act as my/our proxy at the Annual General Meeting to be held on **Wednesday, April 22, 2009**.

(If you are not familiar with any of your neighbours, you might want to appoint Kevin Ma, Strata Council President, or John Kim, Strata Council Secretary, or Gonzalo Naranjo, Strata Council Vice President).

Proposed Operating Budget Yes _____ No _____ Abstain _____

¾ vote resolution 1 – Bylaw Amendments Yes _____ No _____ Abstain _____

Date: _____ [month day, year].

Signature of Owner/Tenant Mortgagee

Signature of Owner/Tenant Mortgagee

If you are unable to attend the meeting, you can fax your proxy to Gateway at (604) 635-5001.
The Property Manager or any employee of the Strata Corporation cannot be a proxy.

GATEWAY PROPERTY MANAGEMENT CORPORATION

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

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

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

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

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

APPROVAL OF THE AGENDA

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

REPORT ON STRATA INSURANCE

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

APPROVAL OF THE MINUTES OF THE 2008 ANNUAL GENERAL MEETING

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

APPROVAL OF THE 2009/2010 OPERATING BUDGET

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

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

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

The Strata Council is hereby recommending the following:

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

GATEWAY PROPERTY MANAGEMENT CORPORATION

Tapestry – BCS 2645
Annual General Meeting Minutes
April 22, 2009 - Continued

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

- **THE INTERIM PERIOD ENDED WITH A SURPLUS AS BELOW, WHICH THE STRATA COUNCIL IS HEREBY RECOMMENDING TO BE MOVED TO THE CONTINGENCY RESERVE FUND:**
 - o - \$37,841.88 for the Residential Section;
 - o - \$ 1,296.69 for the Commercial Section.
- **THE CONTINGENCY RESERVE FUND AT THE END OF THE INTERIM PERIOD (FEB 29, 2008) WAS:**
 - o - \$40,466.44 for the Residential Section;
 - o - \$ 1,991.57 for the Commercial Section.

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

- **Residential Section –**

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

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

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

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

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

¾ VOTE RESOLUTION 1 – BYLAW AMENDMENTS

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

The resolution read:

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

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

GATEWAY PROPERTY MANAGEMENT CORPORATION

Tapestry – BCS 2645
Annual General Meeting Minutes
April 22, 2009 - Continued

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The floor was opened for discussion:

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

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

CARRIED UNANIMOUSLY by the residential section.

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

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

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

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

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

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

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

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

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

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

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

CARRIED with 94 votes in favor and 1 abstention.

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

CARRIED UNANIMOUSLY.

GATEWAY PROPERTY MANAGEMENT CORPORATION

Tapestry – BCS 2645
Annual General Meeting Minutes
April 22, 2009 - Continued

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ELECTION OF COUNCIL

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

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

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

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

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

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

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

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

NEW BUSINESS

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

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

GATEWAY PROPERTY MANAGEMENT CORPORATION

Tapestry – BCS 2645
Annual General Meeting Minutes
April 22, 2009 - Continued

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

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

TERMINATION

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

GATEWAY PROPERTY MANAGEMENT CORPORATION

Tapestry – BCS 2645
Annual General Meeting Minutes
April 22, 2009 - *Continued*

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COUNCIL MEETING

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

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

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

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

Gateway Property Management Corporation	Main Switchboard:	604-635-5000
#400 – 11950 – 80 th 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	

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

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

<u>PRESENT:</u>	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
<u>REGRETS:</u>	Sam Wyatt	- Strata Council Member
	Nathan Hildebrand	- Strata Council Treasurer
	Tom Grant	- Strata Council Member VCH
<u>GUESTS:</u>	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 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 the 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 neighbouring 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 neighbouring 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/manufacture 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
#400 – 11950 – 80th Avenue
Delta, BC V4C 1Y2
Senior Property Manager:

Administrative Assistant:

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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

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

July 15, 2009

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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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

July 15, 2009

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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 the 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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

July 15, 2009

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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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

July 15, 2009

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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.

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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 ;

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

September 24, 2009

Page 3

- 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

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued
September 24, 2009

Page 5

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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

September 24, 2009

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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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

September 24, 2009

Page 7

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.

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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

<u>PRESENT:</u>	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
<u>REGRETS:</u>	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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

November 19, 2009

Page 2

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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

November 19, 2009

Page 3

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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

November 19, 2009

Page 4

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 FURTHERMORE, 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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

November 19, 2009

Page 5

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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

November 19, 2009

Page 6

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.

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

Administrative Assistant:

Main Switchboard: 604-635-5000
Fax: 604-635-5001
After Hours Emergency: 604-635-5000 ext 1
Cristiana Vlasceanu 604-635-5030
cvlasceanu@gatewaypm.com
Sharon Irwin 604-635-5012
sirwin@gatewaypm.com

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

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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

January 20, 2010

Page 2

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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

January 20, 2010

Page 3

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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

January 20, 2010

Page 4

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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

January 20, 2010

Page 5

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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

January 20, 2010

Page 6

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

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
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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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

March 10, 2010

Page 2

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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

March 10, 2010

Page 3

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;

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

March 10, 2010

Page 4

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.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF STRATA COUNCIL MEETING

Tapestry – Continued

March 10, 2010

Page 5

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
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Sharon Irwin 604-635-5012
sirwin@gatewaypm.com



March 30, 2010

**TO ALL OWNERS
STRATA PLAN BCS 2645
TAPESTRY
VANCOUVER, B.C.**

Dear Owners:

RE: ANNUAL GENERAL MEETING ~ MONDAY, APRIL 19, 2010

Please find enclosed the Notice of an Annual General Meeting together with an Agenda, explanatory notes, proxy form and other information. Please read the materials carefully and bring this with you to the meeting for reference.

We wish to take this opportunity to remind you that ***NO OWNER IS ENTITLED TO VOTE AT A GENERAL MEETING, EXCEPT ON MATTERS REQUIRING A UNANIMOUS VOTE, IF THE STRATA CORPORATION IS ENTITLED TO REGISTER A LIEN AGAINST HIS/HER STRATA LOT DUE TO OUTSTANDING STRATA FEES OR SPECIAL LEVY.*** You have to ensure, therefore, that your account is up-to-date prior to this meeting if you wish to exercise your voting rights.

Please note that no other form of payment can be accepted at the actual time of the meeting other than a certified bank draft.

If you are unable to attend this meeting, please complete the attached proxy form and forward it to a representative of your choice who will be attending the meeting, thereby enabling your representative to vote on your behalf. We encourage all owners to be represented at this meeting. Please take note that the Property Manager or any Strata Corporation's employee may not carry proxies.

If you require further information or assistance regarding the foregoing or attached, please do not hesitate to contact me at 604-635-5030.

Yours truly,
GATEWAY PROPERTY MANAGEMENT CORPORATION

A handwritten signature in dark ink, appearing to read 'Cristiana Vlasceanu', is written over the company name.

Cristiana Vlasceanu, BA(Eng) CPM®
Senior Property Manager
On behalf of Strata Corporation
Tapestry BCS 2645

GATEWAY PROPERTY MANAGEMENT CORPORATION

NOTICE OF AN ANNUAL GENERAL MEETING

Please take notice that the **ANNUAL GENERAL MEETING** of the **OWNERS** of **STRATA PLAN BCS 2645 – TAPESTRY**, will be held on:

DATE: MONDAY, APRIL 19, 2010
TIME: 7:00 P.M. (Registration at 6: 30 P.M.)
PLACE: COMMUNITY ROOM in TAPESTRY – access at 2821 Heather Street, Vancouver

AGENDA

6:30 p.m. Registration and Certification of Proxies
7:00 p.m. Meeting – Call to Order
*There must be at least 81 Votes present, in person or represented by proxy,
before the meeting can be called to order.
Filing of Proof of Notice of Meeting
Approval of Agenda
Approval of the minutes of the Annual General Meeting held on April 22, 2009
Report on Strata Insurance
Approval of 2010/2011 Operating Budget
Election of New Council
New Business/General Discussion
Termination

PLEASE MAKE EVERY EFFORT TO ATTEND. IF YOU CANNOT ATTEND, PLEASE USE THE PROXY AUTHORIZATION ATTACHED.

(THE PROPERTY MANAGER OR ANY EMPLOYEE OF THE STRATA CORPORATION CANNOT BE APPOINTED AS A PROXY)

Enclosures:

- Minutes of the Annual General Meeting on April 22, 2009
- Insurance Certificate
- Proposed 2010/2011 Budget
- Budget Notes
- Balance Sheet
- Proxy Authorization

GATEWAY PROPERTY MANAGEMENT CORPORATION

PARLIAMENTARY PROCEDURE

The Object of Parliamentary Law: To transact the business of the assembly efficiently and in an orderly manner.

Principles of Parliamentary Law: Equality and Justice for all, The Majority rules, but the Minority has a right to be heard. Absentee's right must be considered.

Among the established rules and customs, which have become known as common parliamentary law, are the following ones that everyone should know:

1. Only one question can be considered at a time. It must be put in the form of a motion (or proposition) to be proposed or moved by one member and seconded by another; must be stated by the presiding officer, after which it is open to debate.
2. No one can make a motion, or speak in debate until he or she has risen and addressed the presiding officer by proper title and has been "recognized" by the Chair, and thus "Obtained the Floor."
3. No one can speak unreasonably long, nor more than twice on the same question on the same day, without permission of the assembly.
4. No member can speak a second time on the question provided anyone desires to speak who has not spoken to that question.
5. No one in speaking can address remarks to another member, or use another member's name when it can be avoided, but remarks must be addressed to the presiding officer.
6. When a question is once before the assembly it must be: Adopted, rejected by vote, or be disposed of in some other way, before any other subject can be introduced except certain motions entitled to this privilege.

EIGHT STEPS NECESSARY TO PUT A MOTION THROUGH THE MEETING

1. Rise and address the Chair
2. Wait for recognition
3. Make the motion ("I move to"... OR "I move that"...)
4. Another member seconds the motion
5. The Chair states the motion
6. The Chair asks for discussion or debate. (In discussion the member rises and says: "I rise to speak in favour of the motion" OR "I wish to speak against the question.")
7. The Chair puts the question to the vote
8. The Chair states the result of the vote and the action to be taken

GATEWAY PROPERTY MANAGEMENT CORPORATION

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

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

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

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

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

APPROVAL OF THE AGENDA

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

REPORT ON STRATA INSURANCE

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

APPROVAL OF THE MINUTES OF THE 2008 ANNUAL GENERAL MEETING

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

APPROVAL OF THE 2009/2010 OPERATING BUDGET

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

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

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

The Strata Council is hereby recommending the following:

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

GATEWAY PROPERTY MANAGEMENT CORPORATION

Tapestry – BCS 2645
Annual General Meeting Minutes
April 22, 2009 - Continued

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

- **THE INTERIM PERIOD ENDED WITH A SURPLUS AS BELOW, WHICH THE STRATA COUNCIL IS HEREBY RECOMMENDING TO BE MOVED TO THE CONTINGENCY RESERVE FUND:**
 - o - \$37,841.88 for the Residential Section;
 - o - \$ 1,296.69 for the Commercial Section.
- **THE CONTINGENCY RESERVE FUND AT THE END OF THE INTERIM PERIOD (FEB 29, 2008) WAS:**
 - o - \$40,466.44 for the Residential Section;
 - o - \$ 1,991.57 for the Commercial Section.

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

- **Residential Section –**

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

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

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

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

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

¾ VOTE RESOLUTION 1 – BYLAW AMENDMENTS

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

The resolution read:

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

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

GATEWAY PROPERTY MANAGEMENT CORPORATION

Tapestry – BCS 2645
Annual General Meeting Minutes
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The floor was opened for discussion:

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

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

CARRIED UNANIMOUSLY by the residential section.

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

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

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

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

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

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

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

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

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

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

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

CARRIED with 94 votes in favor and 1 abstention.

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

CARRIED UNANIMOUSLY.

GATEWAY PROPERTY MANAGEMENT CORPORATION

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ELECTION OF COUNCIL

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

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

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

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

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

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

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

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

NEW BUSINESS

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

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

GATEWAY PROPERTY MANAGEMENT CORPORATION

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

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

TERMINATION

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

GATEWAY PROPERTY MANAGEMENT CORPORATION

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COUNCIL MEETING

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

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

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

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

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

Administrative Assistant:

Main Switchboard:	604-635-5000
Fax:	604-635-5001
After Hours Emergency:	604-635-5000 X 1
Cristiana Vlasceanu	604-635-5030
cvlasceanu@gatewaypm.com	
Sharon Irwin	604-635-5012
sirwin@gatewaypm.com	



International Risk and Insurance Services

BFL CANADA Insurance Services Inc.
1177 West Hastings Street, Suite 200
Vancouver, British Columbia V6E 2K3
Tel.: (604) 669-9600
Fax: (604) 683-9316
Toll Free: 1-866-669-9602

CERTIFICATE OF INSURANCE

Previous Policy No. BFL04BCS2645

Renewal Policy No. BFL04BCS2645

NAMED INSURED The Owners, Strata Plan BCS2645, acting on their own behalf or as a Strata Corporation &/or as Trustees or Agents on behalf of all Registered Unit Owners.
MAILING ADDRESS Gateway Property Management Corporation (As Property Manager)
400 - 11950 80th Avenue, Delta, BC V4C 1Y2
POLICY PERIOD From: April 30, 2009 To: March 31, 2010
12:01 a.m. standard time at the location of the premises as to each of the said dates
INSURED LOCATION 750 West 12th Avenue, Vancouver, BC V5Z 0A3
2851 Heather Street, Vancouver, BC V5Z 0A2
CONSTRUCTION TAPESTRY
Fire Resistive 10 Storeys 2 Buildings
OCCUPIED BY INSURED AS 230 Residential Units 2 Commercial Units

Insurance is provided, subject to the Declarations, Terms, Conditions of the Policy and its Riders, only for which specific Riders are attached and for which a specific limit or annotation is shown hereunder.

INSURING AGREEMENT		DEDUCTIBLE	LIMIT
SECTION I - PROPERTY (Revision date Aug 24, 2006 / RB)			\$ 61,040,000
A. All Property - All Risks, Stated Amount Co-Insurance, Limited Guaranteed Replacement Cost, By-Laws, Earthquake and Flood limit in the annual aggregate not to exceed 130% of the policy limit.			
All Risks		\$ 1,000	
Sewer Backup Damage		\$ 5,000	
Water Damage		\$ 5,000	
Earthquake Damage		% 10	
Flood Damage		\$ 10,000	
Lock & Key		\$ 250	\$ 25,000
B. Business Interruption (Gross Rents), Indemnity Period - N/A Months			\$ Not Covered
SECTION II - CRIME (Form 500000-05, Rev. Jan 2000)			
Comprehensive Dishonesty, Disappearance and Destruction - Form A			\$ 30,000
Loss Inside the Premises			\$ 30,000
III. Loss Outside the Premises			\$ 30,000
IV. Money Orders and Counterfeit Paper Currency			\$ 30,000
V. Depositors Forgery			\$ 30,000
SECTION III - COMMERCIAL GENERAL LIABILITY (Form 000102, Rev. Nov 2005)			
A. Bodily Injury & Property Damage Liability		Per Occurrence \$ 500	\$ 10,000,000
General Aggregate Limit		Aggregate \$ 500	\$ 10,000,000
Products and Completed Operations		Aggregate \$ 500	\$ 10,000,000
B. Personal and Advertising Injury Liability		Per Occurrence \$	\$ 10,000,000
C. Medical Payments		Any One Person \$	\$ 5,000
		Per Occurrence \$ 500	\$ 25,000
D. Tenants Legal Liability			\$ 1,000,000
Non-Owned Automobile Endorsement SPF #6 - Form 335002-02		Per Occurrence \$	\$ 10,000,000
Contractual Liability Endorsement SEF #94 - Form 335100-01		Per Occurrence \$ 500	\$ 10,000,000
Excluding Long Term Leased Vehicle Endorsement SEF #99 - Form 335300-02		Per Occurrence \$	\$ 10,000,000
Limited Pollution Liability Coverage Endorsement - Form 000114-02		Aggregate \$ 500	\$ 1,000,000
Employee Benefit Liability - Form 000200		Aggregate \$	\$ 1,000,000
SECTION IV - CONDOMINIUM DIRECTORS & OFFICERS LIABILITY			
Claims Made Form (Including Property Manager)		\$ Nil	\$ 3,000,000
SECTION V - GLASS (Form 820000-02, Rev. Nov 1998)			
Blanket Exterior Glass		Residential 100	Blanket
		Commercial \$ 250	Blanket

SUBSCRIPTION

This Policy contains a clause(s) which may limit the amount payable.

This Certificate is not valid unless countersigned by an Authorized representative of the insurer(s).

E. & O.E.

DATE: April 29, 2009

BFL CANADA Insurance Services Inc.

AUTHORIZED REPRESENTATIVE

BFL makes a difference



International Risk and Insurance Services

BFL CANADA Insurance Services Inc.
1177 West Hastings Street, Suite 200
Vancouver, British Columbia V6E 2K3
Tel.: (604) 669-9600
Fax: (604) 683-9222
Toll Free: 1-866-666

INSURING AGREEMENT		DEDUCTIBLE	LIMIT
SECTION VI - EQUIPMENT BREAKDOWN			
I. Physical Damage, Direct Damage, Standard Comprehensive Plus, Replacement Cost - Form C780016 (11/99)		\$ 1,000	\$ 61,040,000
II. Consequential Damage, 90% Co-Insurance - Form C780032 (11/99)		\$ 1,000	\$ 10,000
III. Extra Expense - Form C780033 (11/99)		24 Hour Waiting Period	\$ 100,000
IV. Profits - Form C780034 (11/98)		24 Hour Waiting Period	\$ 100,000
SECTION VII - POLLUTION LIABILITY - Claims Made Form			
Limit of Liability - Each Loss, Remediation Expense or Legal Defense Expense \$2,000,000 Aggregate		\$ 25,000	\$ 1,000,000
SECTION VIII - VOLUNTEER ACCIDENT			
Principal Sum		See Policy Wordings	\$ 200,000
LOSS IF ANY PAYABLE TO:	To all Registered Unit Owners &/or other Mortgagees as their interest may appear and as shown in the Land Registration District Office applicable to the said Property. Irwin Commercial Finance, but only with respect to the Enterphone/ Security/ Access System as outlined in Account No. 119295, 595 Bay Street, PO Box 99, Toronto, ON M5G 2C2 (The Standard Mortgage Clause is applicable unless Special Mortgage Clause attached)		
TOTAL PREMIUM:			\$ 61,909.00

LIST OF INSURERS				
Insurance Company	Section	Participation %	Master Policy Number	
Aviva Insurance Company of Canada	Property	45%	BFL SPW001	
	Crime	100%		
	Commercial General Liability	100%		
	Glass	100%		
	Equipment Breakdown	100%		
AXA Assurances Inc.	Volunteer Accident	100%	9229074	
Continental Casualty Company (CNA Canada)	Property	15%	BFL SPW001	
Great American Insurance Group	Condominium Directors and Officers Liability	100%	D14100	
XL Insurance Company, Ltd. (minimum and retained)	Pollution Liability	100%	PCN001625805	
Zurich Insurance Company	Property	40%	BFL SPW001	

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TAPESTRY - BCS 2645

2010/2011 BUDGET

		Approved Budget 2009/2010			2009/2010 Budget - Actual			Proposed Budget 2010/2011		
		Residential	Commercial	Combined	Residential	Commercial	Combined	Residential	Commercial	Combined
	Revenue									
3005	Rent Recovery	\$8,549.00	\$451.00	\$9,000.00	\$8,550.00	\$450.00	\$9,000.00	\$8,550.00	\$450.00	\$9,000.00
3105	Condo Assessments	\$601,997.00	\$50,007.00	\$652,004.00	\$602,003.00	\$50,007.00	\$652,010.00	\$601,997.00	\$50,007.00	\$652,004.00
3110	Parking	\$3,600.00		\$3,600.00	\$5,161.00		\$5,161.00	\$3,600.00		\$3,600.00
3330	NSF Admin. Charges	\$100.00		\$100.00	\$325.00		\$325.00	\$100.00		\$100.00
3340	Interest Income			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
3359	Move in Fees	\$2,000.00		\$2,000.00	\$6,750.00		\$6,750.00	\$2,000.00		\$2,000.00
3395	Miscellaneous	\$5,000.00		\$5,000.00	\$7,276.00		\$7,276.00	\$5,000.00		\$5,000.00
	Total Revenue	\$621,246.00	\$50,458.00	\$671,704.00	\$630,065.00	\$50,457.00	\$680,522.00	\$621,247.00	\$50,457.00	\$671,704.00
	Operating Expenses									
4110	Insurance	\$62,700.00	\$3,300.00	\$66,000.00	\$50,818.00	\$2,844.00	\$53,662.00	\$66,500.00	\$3,400.00	\$69,900.00
4210	Management Fees	\$52,164.00	\$934.00	\$53,098.00	\$52,164.00	\$934.00	\$53,098.00	\$56,898.00	\$1,018.00	\$57,916.00
4410	Legal Fees	\$1,000.00	\$0.00	\$1,000.00	\$94.00	\$0.00	\$94.00	\$1,000.00	\$0.00	\$1,000.00
4440	Audit Fee	\$4,750.00	\$250.00	\$5,000.00	\$3,740.00	\$197.00	\$3,937.00	\$7,125.00	\$375.00	\$7,500.00
4520	Office Services	\$6,650.00	\$350.00	\$7,000.00	\$8,437.00	\$441.00	\$8,878.00	\$6,650.00	\$350.00	\$7,000.00
4530	Telephone	\$1,710.00	\$90.00	\$1,800.00	\$1,215.00	\$95.00	\$1,310.00	\$1,710.00	\$90.00	\$1,800.00
4610	Condo Fee-Manager's suite	\$2,642.39	\$137.00	\$2,780.00	\$1,952.00	\$99.00	\$2,051.00	\$1,952.00	\$104.00	\$2,056.00
4805	Wages Manager	\$35,226.00	\$1,854.00	\$37,080.00	\$35,226.00	\$1,854.00	\$37,080.00	\$36,283.00	\$1,910.00	\$38,193.00
4821	Employer Payroll Costs	\$421.80	\$22.00	\$443.80	\$419.00	\$22.00	\$441.00	\$428.00	\$22.00	\$450.00
4825	CPP	\$1,710.00	\$90.00	\$1,800.00	\$1,592.00	\$84.00	\$1,676.00	\$1,710.00	\$90.00	\$1,800.00
4830	EI	\$855.00	\$45.00	\$900.00	\$859.00	\$48.00	\$907.00	\$852.00	\$48.00	\$900.00
4835	WCB	\$380.00	\$20.00	\$400.00	\$379.00	\$20.00	\$399.00	\$380.00	\$20.00	\$400.00
5010	Electricity	\$49,000.00	\$4,000.00	\$53,000.00	\$47,028.00	\$2,475.00	\$49,503.00	\$50,350.00	\$2,650.00	\$53,000.00
5020	Gas	\$70,000.00	\$0.00	\$70,000.00	\$74,913.00	\$0.00	\$74,913.00	\$79,000.00	\$0.00	\$79,000.00
5050	Water & Sewer	\$16,500.00	\$13,500.00	\$30,000.00	\$16,602.00	\$13,585.00	\$30,187.00	\$18,150.00	\$14,850.00	\$33,000.00
5060	Waste Removal	\$20,700.00	\$1,400.00	\$22,100.00	\$20,526.00	\$1,512.00	\$22,038.00	\$22,000.00	\$1,500.00	\$23,500.00
5065	Recycling	\$2,200.00	\$120.00	\$2,320.00	\$0.00	\$0.00	\$0.00	\$2,200.00	\$120.00	\$2,320.00
5071	Intercom/access control	\$24,000.00	\$1,500.00	\$25,500.00	\$25,813.00	\$1,376.00	\$27,189.00	\$26,600.00	\$1,400.00	\$28,000.00
5110	Elevator	\$26,000.00	\$1,500.00	\$27,500.00	\$26,573.00	\$1,399.00	\$27,972.00	\$27,550.00	\$1,450.00	\$29,000.00
5130	Pest control	\$950.00	\$50.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$950.00	\$50.00	\$1,000.00
5145	Janitorial Contract	\$21,400.00	\$1,150.00	\$22,550.00	\$19,808.00	\$1,042.00	\$20,850.00	\$21,400.00	\$1,050.00	\$22,450.00
5150	HVAC Contract - Residential	\$4,400.00	\$0.00	\$4,400.00	\$4,400.00	\$0.00	\$4,400.00	\$4,600.00	\$0.00	\$4,600.00
5155	Landscaping Contract	\$31,468.00	\$1,660.00	\$33,128.00	\$32,360.00	\$1,707.00	\$34,067.00	\$34,200.00	\$1,800.00	\$36,000.00
5170	Emergency Generator	\$1,995.00	\$105.00	\$2,100.00	\$2,920.00	\$133.00	\$3,053.00	\$2,375.00	\$125.00	\$2,500.00
5175	Fire Service	\$7,600.00	\$400.00	\$8,000.00	\$4,976.00	\$262.00	\$5,238.00	\$7,600.00	\$400.00	\$8,000.00
5190	Maintenance Contract - Comm.	\$0.00	\$4,000.00	\$4,000.00	\$0.00	\$3,397.00	\$3,397.00	\$0.00	\$3,400.00	\$3,400.00
5220	Window Cleaning	\$4,940.00	\$220.00	\$5,160.00	\$4,863.00	\$256.00	\$5,119.00	\$7,600.00	\$400.00	\$8,000.00
5225	Dryer Duct Cleaning	\$5,100.00	\$0.00	\$5,100.00	\$8,951.00	\$0.00	\$8,951.00	\$6,000.00	\$0.00	\$6,000.00
5230	Carpet Cleaning	\$1,900.00	\$100.00	\$2,000.00	\$2,663.00	\$114.00	\$2,777.00	\$2,850.00	\$150.00	\$3,000.00
5250	Cleaning Supplies	\$1,140.00	\$60.00	\$1,200.00	\$1,131.00	\$59.00	\$1,190.00	\$1,140.00	\$60.00	\$1,200.00
5260	Lighting Supplies	\$4,750.00	\$250.00	\$5,000.00	\$8,142.00	\$429.00	\$8,571.00	\$4,750.00	\$250.00	\$5,000.00
5304	Exterior R&M	\$20,500.00	\$500.00	\$21,000.00	\$2,221.00	\$117.00	\$2,338.00	\$19,000.00	\$1,000.00	\$20,000.00
5308	Common Area R&M	\$22,100.00	\$500.00	\$22,600.00	\$14,267.00	\$911.00	\$15,178.00	\$29,000.00	\$1,200.00	\$30,200.00
5312	Elevator R & M	\$1,900.00	\$100.00	\$2,000.00	\$1,479.00	\$72.00	\$1,551.00	\$1,900.00	\$100.00	\$2,000.00
5324	Snow Removal R & M	\$4,500.00	\$1,500.00	\$6,000.00	\$1,833.00	\$1,833.00	\$3,666.00	\$4,500.00	\$1,200.00	\$5,700.00
5325	Parking, Walks & Driveways	\$4,750.00	\$250.00	\$5,000.00	\$6,331.00	\$333.00	\$6,664.00	\$4,750.00	\$250.00	\$5,000.00
5326	Landscaping - Daycare	\$0.00	\$3,100.00	\$3,100.00	\$0.00	\$3,084.00	\$3,084.00	\$0.00	\$3,100.00	\$3,100.00
5334	Overhead Gates R & M	\$2,850.00	\$150.00	\$3,000.00	\$4,815.00	\$337.00	\$5,152.00	\$4,200.00	\$200.00	\$4,400.00
5338	HVAC R & M	\$5,000.00	\$0.00	\$5,000.00	\$3,301.00	\$221.00	\$3,522.00	\$5,000.00	\$250.00	\$5,250.00
5340	Plumbing R & M	\$5,000.00	\$500.00	\$5,500.00	\$11.00	\$1,327.00	\$1,338.00	\$4,750.00	\$1,200.00	\$5,950.00
5350	Suites R & M	\$5,000.00	\$500.00	\$5,500.00	\$3,234.00	\$0.00	\$3,234.00	\$5,000.00	\$500.00	\$5,500.00
5510	Property Taxes (Mgr. Suite)	\$2,540.00	\$170.00	\$2,710.00	\$1,569.00	\$83.00	\$1,652.00	\$1,900.00	\$100.00	\$2,000.00
5610	Licences & Dues	\$1,900.00	\$100.00	\$2,000.00	\$898.00	\$47.00	\$945.00	\$1,900.00	\$100.00	\$2,000.00
9311	Mortgage	\$25,500.00	\$1,500.00	\$27,000.00	\$25,416.00	\$1,324.00	\$26,740.00	\$25,500.00	\$1,350.00	\$26,850.00
	Total Operating Expenses	\$565,792.19	\$45,977.00	\$611,769.80	\$523,939.00	\$44,073.00	\$568,012.00	\$608,203.00	\$47,632.00	\$655,835.00
	Operating Income/Deficit	\$55,453.81	\$4,481.00	\$59,934.20	\$106,126.00	\$6,384.00	\$112,510.00	\$13,044.00	\$2,825.00	\$15,869.00
9410	Contingency Reserve (10%)	\$55,453.81	\$4,481.00	\$59,934.81	\$55,454.00	\$4,480.00	\$59,934.00	\$59,916.27	\$4,528.93	\$64,445.20
	Surplus transferred from previous year				\$62,700.00	\$3,300.00	\$66,000.00	\$46,872.27	\$1,703.93	\$48,576.20
	Net Income/Deficit	\$0.00	\$0.00	(\$0.61)	\$113,372.00	\$5,204.00	\$118,576.00	\$0.00	\$0.00	\$0.00

GATEWAY PROPERTY MANAGEMENT CORPORATION

TAPESTRY BCS 2645 2010/2011 BUDGET NOTES

REVENUE:

- 3005 SUITE RENT – Revenue from Resident Caretakers' suite (Unit #218 Heather Bldg.) - \$750.00 per month. *SHARED REVENUE.*
- 3105 CONDO ASSESSMENTS – Same as last year.
- 3110 PARKING RENT – Revenue for monthly parking from extra stalls belonging to the Strata Corporation. *RESIDENTIAL REVENUE ONLY.* There are 5 available parking stalls, currently all are rented out at \$100/mo. We averaged the proposed income at 3 stalls to be rented out monthly, for the year.
- 3330 NSF ADMINISTRATION CHARGES – Charges for returned cheques, \$30.00 each.
- 3340 INTEREST INCOME – Interest on funds in the Operating account. *SHARED REVENUE*
- 3359 MOVE IN FEES – Non refundable fee charged at move in - \$100.
- 3395 MISCELLANEOUS INCOME – Revenue from fines, amenity room rental, extra garage transmitters and access cards.

OPERATING EXPENSES:

All the expenses currently including GST have been increased to allow approximate increases for HST for the second half of the year.

- 4110 INSURANCE – The Strata Corporation is required to maintain full replacement value coverage on all of its buildings. Allowance for 15% increase.
- 4210 MANAGEMENT FEES – 5% increase.
- 4410 LEGAL FEES - Charges for title searches, placement and release of liens, etc. Off-set by the lien charges to be paid by the defaulting strata lots.
- 4440 Accounting AUDIT – Allowance for annual trust auditors to review accounts and file reports with the Real Estate Council. Also includes an audit of the account by the Strata Corporation.
- 4520 OFFICE SERVICES – This account includes budget expenses for correspondence, notices, Council Meeting and General Meeting information, faxes, postage and courier charges etc. *SHARED EXPENSE.* Last year the expense was very large mostly due to the extensive packages addressing the Bylaw amendments – should be lower this year.
- 4530 TELEPHONE – Resident Caretaker's cell phone (approx. \$69 per mo.) and office phone (approx. \$37 per mo.). *SHARED EXPENSE.*
- 4610 STRATA SUITE MAINTENANCE FEES – Allowance for the monthly strata fees allocated to Unit #218 Heather Bldg. on the basis of unit entitlement. *SHARED EXPENSE.*
- 4805 WAGES MANAGER – Resident Caretaker: An allowance for the salary of the Resident Caretaker on-duty, eight hours per day, Monday to Friday. 3% increase.
- 4821 EMPLOYER PAYROLL COSTS – Estimate based on last year. *SHARED EXPENSE.*
- 4825 EI – Estimate based on last year.
- 4830 CPP – Estimate based on last year.
- 4835 WCB – Estimate based on last year.
- 5010 ELECTRICITY – Allowance for 5-10% increase. *SHARED EXPENSE.*
- 5020 GAS – Allowance for 5-10% increase. *EXPENSE OF THE RESIDENTIAL SECTION ONLY.* The Commercial section is metered separately.
- 5050 WATER – Allowance for 5-10% increase. Based on previous years, this is a *SHARED EXPENSE* with the Commercial allocation 45% and the Residential 55%.

GATEWAY PROPERTY MANAGEMENT CORPORATION

TAPESTRY BCS 2645 2010/2011 Budget Notes

Page -2- Continued

- 5060 **WASTE REMOVAL** – Allowance for a contract with Waste Management Ltd. for waste removal as well as a contract with Dave Dash Ltd. to pull the bins out of the underground parking on pick-up day. Allowance for 5% increase.
- 5065 **RECYCLING** – Allowance for the yearly charge from the City of Vancouver, for removal of recycling from the blue bins.
- 5071 **INTERCOM** – Estimated lease contract rate issued by Irwin Commercial. *SHARED EXPENSE* (\$1,976 per mo for the Residential and \$104 per mo for the Commercial). Also includes any repairs to the system.
- 5110 **ELEVATOR CONTRACT** – Preventive Maintenance contract with ThyssenKrupp Elevator (\$6,728 quarterly). *SHARED EXPENSE*.
- 5130 **PEST CONTROL** – Allowance to provide pest control services if needed.
- 5145 **JANITORIAL CONTRACT** – Allowance for support cleaning (\$1,650 plus GST per month) and holiday relief for the Resident Caretaker (approx. \$1,650 plus GST for 2 weeks). *SHARED EXPENSE*.
- 5150 **HVAC CONTRACT** – Preventive maintenance contract with National Hydronics Ltd. (\$1,090 quarterly). *RESIDENTIAL SECTION ONLY*.
- 5155 **LANDSCAPING CONTRACT** – Contract with Moscone Bros. (*SHARED EXPENSE* - \$2,559 per mo for Residential section and \$135 per mo for the Commercial section). Includes the winterization and spring start-up of the sprinkler system and any repairs/maintenance to the sprinkler system.
- 5170 **EMERGENCY GENERATOR** – Allowance for inspection of generator 2 times per year, diesel fuel top up (monthly testing by Resident Caretaker) and any parts and repair the generator may require.
- 5175 **FIRE SERVICE CONTRACT** – Allowance for annual inspection of fire safety system in the common area and in-suite devices and sprinkler system. Includes any repairs and the winterizing of the parkade dry sprinkler system. Also includes fire monitoring by ADT Security at \$553.46 quarterly). *SHARED EXPENSE*.
- 5190 **MAINTENANCE CONTRACT** – HVAC preventive contract with National Hydronics Ltd. (\$539 quarterly) plus any additional repairs. *FOR THE COMMERCIAL SECTION ONLY*.
- 5220 **WINDOW CLEANING** – Estimate based on last year. *SHARED EXPENSE*.
- 5225 **DRYER DUCT CLEANING** – Estimate based on last year. Expense of the Residential section only. Last year the expense was higher due to the modifications to each dryer vent cover to allow for better air flow.
- 5230 **CARPET CLEANING** – Estimate based on last year for a cleaning maintenance program for the common area carpets. *SHARED EXPENSE*.
- 5250 **CLEANING SUPPLIES** – This account has been modified to only include the cleaning supplies.
- 5260 **LIGHTING SUPPLIES** – Should be lower than last year as most of the replacements are energy efficient.
- 5304 **EXTERIOR REPAIRS AND MAINTENANCE** – Estimated for an engineer's inspection and then maintenance items to do with replacing caulking, weather-stripping etc per the maintenance manual from the developer. Also for any maintenance and repairs to do with the exterior common area.
- 5308 **COMMON AREA REPAIRS AND MAINTENANCE** – Allowance for general repairs and maintenance of the interior of the building's common area (graffiti removal, touch-up painting, door hardware and other repairs, minor target hardening, etc.).
- 5312 **ELEVATOR R & M** – Any service calls not covered under the contract. *SHARED EXPENSE*.
- 5324 **SNOW REMOVAL** – Estimate based on last year.
- 5325 **PARKING, WALKS AND DRIVEWAYS** – Estimate based on last year. Includes pressure washing of the underground parking (approx. \$3,800).
- 5326 **LANDSCAPING** – Contract with Moscone Bros. for monthly maintenance of the Daycare Center. *COMMERCIAL SECTION ONLY*.
- 5334 **OVERHEAD GATES R & M** – Repairs and maintenance of the garage gates, including twice per year lubrication and inspection.
- 5338 **HVAC MAINTENANCE** – Estimate for any additional repairs needed to the HVAC system (not included in the contract) for the Residential and Commercial sections.

GATEWAY PROPERTY MANAGEMENT CORPORATION

TAPESTRY BCS 2645 2010/2011 Budget Notes

Page -3- Continued

- 5340 PLUMBING R & M – Any repairs to the plumbing system. This expense will be allocated to the section that it specifically pertains to.
- 5350 SUITES R & M – Any repairs to suites, due to building issues. This expense will be allocated to the section that it specifically pertains to.
- 5510 PROPERTY TAX – Property taxes on the Strata-owned Unit #218 – Heather Building. *SHARED EXPENSE.*
- 5610 LICENSES AND DUES – Annual charges from the City for elevators and boilers licenses.
- 5720 MISCELLANEOUS – Originally this was an allowance for license fees (elevators, boilers, etc) and any other unforeseen expenses. Has been covered under 5610 – Licenses and Dues.
- 9311 CARETAKER SUITE MORTGAGES – Allowance for the monthly mortgage payments associated with the Strata Corporation's Strata Lot rented by the Resident Caretaker. The current mortgages are with BMO and Concert Properties.
- 9410 CONTINGENCY RESERVE FUND – 10% of the total contribution to the operating fund.

~ ~ ~ ~

NOTES:

- the fiscal year ended (as of Feb 28, 2010) with a net income of:
 - o - \$113,372.27 for the Residential Section
 - o - \$5,203.93 for the Commercial Section.

The Strata Council is hereby recommending the following:

- **Residential Section** – keep \$66,500 in a separate operating savings account to pay for the insurance renewal in March and transfer the rest of \$46,872.27 to the operating account for the next fiscal year, to avoid an increase in maintenance fees.
- **Commercial Section** – keep \$3,500 in a separate operating savings account to pay for the insurance renewal in March and transfer the rest of \$1,703.93 to the operating account for the next fiscal year, to avoid an increase in maintenance fees.

REPORT ON THE CONTINGENCY RESERVE FUND FOR THIS ENDING FISCAL YEAR (MARCH 1, 2009 TO FEBRUARY 28, 2010)

	<u>Residential</u>	<u>Commercial</u>	<u>Total</u>
Balance - February 28, 2009	\$97,435.68	\$4,487.29	\$101,922.97
Annual Contribution per 2009/2010 Budget	\$55,454.00	\$4,481.00	\$59,935.00
Surplus Transferred from 2007-2008 (Note 1)	\$58,017.54	\$1,832.21	\$59,849.75
Surplus Transferred from 2008-2009 (Note 2)	\$28,026.12	\$2,209.49	\$30,235.61
Interest Earned During the Year	\$260.41	\$12.90	\$273.31
Balance - February 28, 2010	\$239,193.75	\$13,022.89	\$252,216.64

NOTES:

1. Operating Fund Surplus, for the interim period December 1, 2007 to February 28, 2008 transferred to the Contingency Reserve Fund during the year.
2. Operating Fund Surplus, for the fiscal year ended February 28, 2009 transferred to the Contingency Reserve Fund during the year.

Balance Sheet (Accrual)
TAPESTRY BCS 2645 - Res - (675r)
February 2010

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3/22/2010
02:05 PM

ASSETS

CASH

Bank - Operating

37,866.06

Bank - Savings

66,500.00

Petty Cash

300.00

TOTAL CASH

104,666.06

INVESTMENTS

Contingency Reserve

239,193.75

TOTAL INVESTMENTS

239,193.75

ACCOUNTS RECEIVABLE

Accounts Receivable

1,511.28

Prepaid Rent

-415.07

TOTAL ACCOUNTS RECEIVABLE

1,096.21

PREPAID EXPENSES AND ADVANCES

Prepaid Insurance

9,802.26

TOTAL PREPAID EXPS & ADVANCES

9,802.26

BUILDINGS & IMPROVEMENTS

Caretaker's Suite

366,260.68

TOTAL BUILDINGS

366,260.68

TOTAL ASSETS

721,018.96

LIABILITIES

ACCOUNTS PAYABLE

Accounts Payable

2,192.26

TOTAL ACCOUNTS PAYABLE

2,192.26

MORTGAGES PAYABLE

1st Mortgage Payable

258,720.17

2nd Mortgage Payable

90,421.90

TOTAL MORTGAGES PAYABLE

349,142.07

RESERVES

Contingency Reserve

239,193.75

TOTAL RESERVES

239,193.75

TOTAL LIABILITIES

590,528.08

EQUITIES

OWNERS EQUITY

Appropriated Surplus

17,118.61

Retained Earnings

113,372.27

TOTAL OWNERS EQUITIES

130,490.88

TOTAL LIABILITIES & EQUITIES

721,018.96

Balance Sheet (Accrual)
TAPESTRY BCS 2645 - Comm. - (675c)
February 2010

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3/22/2010
02:05 PM

ASSETS

CASH

Bank - Operating

1,912.33

Bank - Savings

3,500.00

TOTAL CASH

5,412.33

INVESTMENTS

Contingency Reserve

13,022.89

TOTAL INVESTMENTS

13,022.89

ACCOUNTS RECEIVABLE

Prepaid Rent

-126.14

TOTAL ACCOUNTS RECEIVABLE

-126.14

PREPAID EXPENSES AND ADVANCES

Prepaid Insurance

515.90

TOTAL PREPAID EXPS & ADVANCES

515.90

BUILDINGS & IMPROVEMENTS

Caretaker's Suite

19,074.07

TOTAL BUILDINGS

19,074.07

TOTAL ASSETS

37,899.05

LIABILITIES

ACCOUNTS PAYABLE

Accounts Payable

599.16

TOTAL ACCOUNTS PAYABLE

599.16

MORTGAGES PAYABLE

1st Mortgage Payable

13,473.60

2nd Mortgage Payable

4,708.98

TOTAL MORTGAGES PAYABLE

18,182.58

RESERVES

Contingency Reserve

13,022.89

TOTAL RESERVES

13,022.89

TOTAL LIABILITIES

31,804.63

EQUITIES

OWNERS EQUITY

Appropriated Surplus

891.49

Retained Earnings

5,202.93

TOTAL OWNERS EQUITIES

6,094.42

TOTAL LIABILITIES & EQUITIES

37,899.05

Strata Property Act
FORM A
PROXY APPOINTMENT
(OPTIONAL FORM)
(Section 56)

Re: Strata Lot _____ Suite #: _____ of Strata Plan BCS 2645

The TAPESTRY

Civic Address: ☐ --- 2851 Heather Street, Vancouver, BC V5Z 0A2

☐ --- 750 West 12th Avenue, Vancouver, BC V5Z 0A3

Proxy for a specific meeting

I/We _____ [name(s)], the owner(s)/tenant(s)/mortgagee of

the strata lot described above, appoint _____ [name of
appointee] to act as my/our proxy at the Annual General Meeting to be held on Monday, April 19, 2010.

(If you are not familiar with any of your neighbours, you might want to appoint Kevin Ma, Strata Council President, or John Kim, Strata Council Secretary, or Wendy Donaldson, Strata Council Vice President).

Proposed Operating Budget Yes _____ No _____ Abstain _____

Date: _____ [month day, year].

Signature of Owner /Tenant Mortgagee

Signature of Owner/Tenant Mortgagee

If you are unable to attend the meeting, you can fax your proxy to Gateway at (604) 635-5001.
The Property Manager or any employee of the Strata Corporation cannot be a proxy.

GATEWAY PROPERTY MANAGEMENT CORPORATION

MINUTES OF THE ANNUAL GENERAL MEETING TAPESTRY - STRATA PLAN BCS 2645 April 19, 2010

Held at 7:00 p.m. in the Community Room at the Tapestry
2821 Heather Street, Vancouver, BC

CALLING THE MEETING TO ORDER

Since at 7:00 PM there were only 50 Owners present in person or by proxy representing 50 votes, the condition of quorum was not met, therefore the meeting was adjourned for 15 minutes pursuant to Section 5.6 of the Bylaws.

At 7:18 PM there were 53 Owners present, either in person or by proxy representing 53 votes and subject to Section 5.6 of the Bylaws, having established a quorum, the Meeting was called to order at 7:19 pm.

APPOINTMENT OF CHAIR OF THE MEETING

It was moved by Wendy Donaldson, Vice-President of the Strata Council to have Cristiana Vlasceanu to act as Chair of the meeting in the absence of the Strata Council President, Kevin Ma.

The motion was seconded and **CARRIED** unanimously.

NOTICE OF MEETING

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

APPROVAL OF THE AGENDA

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

REPORT ON STRATA INSURANCE

Copies of the insurance coverage were provided to the Owners. The renewal policy is effective April 1, 2010.

APPROVAL OF THE MINUTES OF THE 2009 ANNUAL GENERAL MEETING

It was moved and seconded to approve the minutes of the 2009 Annual General Meeting as circulated.
CARRIED unanimously.

GATEWAY PROPERTY MANAGEMENT CORPORATION

Tapestry – BCS 2645
Annual General Meeting Minutes
April 19, 2010 - Continued

Page 2

APPROVAL OF THE 2010/2011 OPERATING BUDGET

The proposed budget for the year 2010/2011 anticipates the same levels of maintenance fees for both the residential and the commercial sections.

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

CARRIED unanimously by both the Residential and the Commercial section.

ELECTION OF COUNCIL

The Property Manager thanked the Strata Council members for their work during the past year and asked each one of them if they would be willing to run for another term. It was noted that the President of the Strata Council, Kevin Ma, had indicated that he would stand for re-election.

Therefore the following Council members consented to run for the next term:

- | | |
|-------------------|-------------------------------|
| - Kevin Ma | - #314H - Residential Section |
| - John Kim | - #501A - Residential Section |
| - Wendy Donaldson | - #710A - Residential Section |
| - Cynthia Tomlin | - #404A - Residential Section |
| - Tom Grant | - VCH - Commercial Section |

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

- | | |
|------------------|-------------------------------|
| - Michael Taylor | - #108A – Residential Section |
| - Alan Ip | - #309A – Residential Section |

It was moved and seconded to close the nominations.

CARRIED unanimously.

There being no objection from the floor, a vote was called and the Council members as noted above were elected by acclamation.

NEW BUSINESS

The following issues were discussed and will be investigated and/or addressed by the newly elected Strata Council:

- **Chickens** – An Owner expressed concern regarding the City of Vancouver's proposal to permit residents to raise chickens in their backyards - it was indicated that even if that would be the case, Section 7.1 (1) of the Bylaws of the Tapestry would not permit residents to raise chickens on the patios/balconies;

GATEWAY PROPERTY MANAGEMENT CORPORATION

Tapestry – BCS 2645
Annual General Meeting Minutes
April 19, 2010 - Continued

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- **Storage Lockers in the Underground Parking Bike Rooms** – An owner indicated that this recommendation should be investigated;
- **Addresses for Units on the ground floor of 12th Avenue** – An owner suggested that this issue may be revisited - it was indicated that the previous Council investigated the issue however the expense did not justify the installation of the address plates;;
- **Ramp between Park and Back Yard** – An owner expressed the concern and the possible risk that a child running from the park down the ramp into the courtyard could be hit by drivers exiting the parking lot. Following some discussion it was decided that some additional signage and better lighting could be viable options.

ADJOURNMENT

There being no further business, it was moved seconded and **CARRIED** unanimously to adjourn the meeting at 8:20 PM.

COUNCIL MEETING

The newly elected Council members met briefly after the Annual General Meeting to elect the following officers for the ensuing year;

Strata Council President	--	Wendy Donaldson
Strata Council Vice President	--	Cynthia Tomlin
Strata Council Treasurer	--	Kevin Ma
Strata Council Secretary	--	John Kim
Strata Council Member	--	Tom Grant (Vancouver Coastal Health)
Strata Council Member	--	Michael Taylor
Strata Council Member	--	Alan Ip.

The next Council meeting will be held on Wednesday, June 2nd, 2010.

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

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

Administrative Assistant:

Main Switchboard:	604-635-5000
Fax:	604-635-5001
After Hours Emergency:	604-635-5000 X 1
Cristiana Vlasceanu	604-635-5030
cvasceanu@gatewaypm.com	
Sharon Irwin	604-635-5012
sirwin@gatewaypm.com	

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
JUNE 2, 2010

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

<u>PRESENT:</u>	Wendy Donaldson	- Strata Council President
	Cynthia Tomlin	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Kevin Ma	- Strata Council Treasurer
	Michael Taylor	- Strata Council Member
	Cristiana Vlasceanu	- Senior Property Manager Gateway Property Management
	Mirjana Petrovic	- Property Manager Gateway Property Management
<u>REGRETS:</u>	Tom Grant	- Strata Council Member VCH
	Alan Ip	- Strata Council Member

CALL TO ORDER

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

GUEST 1:

The owner of a suite on the 8th floor of the Heather building attended the meeting to discuss a letter regarding open house. The Strata Council thanked him for attending the meeting and following discussion, the Council members unanimously agreed to issue a warning letter. Please see below an excerpt from the Tapestry Bylaws and in the case of the sale of your unit, please advise your real estate agent accordingly.

Selling of Strata Lots

7.10

(1) An owner of a residential strata lot, when selling his or her strata lot, will not permit "For Sale" signs to be placed on or about the common property except on a signage board located near the entrance to the building (if any such signage board is provided for such purpose) which is designated for such purpose.

(2) An owner of a residential strata lot, when selling his or her strata lot will not hold or permit to be held, any public open house except in the manner prescribed by the Council.

(3) Open houses may be conducted for a maximum period of two hours between 10:00 a.m. and 5:00 p.m. on either Saturday, Sunday or statutory holidays.

(4) The owner, owner's agent or realtor shall ensure that any and all persons on the common property as a result of the open house are, at all times, accompanied by the owner, owner's agent or realtor.

(5) The owner is responsible for any and all damage incurred to the strata corporation which are caused either directly or indirectly by an action or negligence of any person attending or otherwise participating in any way in the open house.

(6) In the event this bylaw is breached by the owner, owner's agent or realtor or any persons attend or otherwise participating in any way in the open house, the owner of the strata lot in respect of which an open house is advertised or conducted shall be fined by the strata corporation.

(7) No informational or marketing material is to be affixed to the building.

GUEST 2:

The owner of a suite on the 2nd 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 and following discussion, the members agreed to issue a minimum \$50 fine.

GUEST 3:

The owner of a suite on the 3rd floor who rented the Amenity Room on May 1, 2010 attended the meeting in order to explain the situation that occurred that night. It has been clarified that the owner from the 8th floor Heather building interrupted their party and were the actual cause of excessive noise that night. Strata Council will send the breach letter to the previously identified owners.

RESIDENT MANAGER REPORT

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

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON MARCH 10, 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:

Maintenance Review – VVV Engineering conducted a site inspection to review maintenance components that are to be inspected annually per the maintenance manual provided by the developer. A Building Envelope Questionnaire had been provided by VVV Engineering for the owners to report any concerns or deficiencies

related to building envelope. Out of 230 units, 70 owners replied. VVV Engineering provided report that was presented to the Strata Council. Council members will analyze the Building Envelope Maintenance Review Report and schedule the meeting in the next few weeks to discuss the priorities, maintenance approach and warranty potential.

Fire Inspection Report – Vancouver Fire and Safety provided follow up reports on the following:

- Annual Fire Alarm System Test and Inspection Records
- Backflow Prevention Assembly Test Report
- Sprinkler System Inspection & Certification Report
- Fire Pump Test Report
- Quote for the deficiencies, was unanimously approved by the Strata Council.

Window and Garage Pressure Washing - Skywalker High-Rise Services washed the exterior windows and pressure washed the parkade between May 10th through May 18th, 2010.

Willow Street Beautification Project – Following site meeting with certain members of Council and representatives from Vancouver Coastal Health ("VCH"), Moscone, City of Vancouver and Gateway it was moved, seconded and **unanimously decided** by the Strata Council to permit VCH access onto Tapestry property to facilitate the Willow Street project. VCH's contractor will excavate the existing damaged irrigation line back to 4"-8" east of the City Property line, or to 4"-8" within Tapestry property. Their contractor will then excavate a trench running N/S parallel to the property line to a depth which is suitable to match the existing irrigation piping. This placement will ensure the irrigation is set outside of City property and with-in Tapestry property. VCH's contractor will then lay a portion of pipe in the trench to match the existing pipe and provide connection joints. VCH's contractor will not make final connection to the existing system and will ask that Tapestry and Moscone address the requirement for final reconnection of their irrigation loop and replacing sprinkler heads that may be required.

ICBC Property Damage Release – ICBC finally approved the amount of \$897, as quoted provided by T. Moscone & Bros. The Strata Council discussed different options and agreed to replace the damaged tree in the courtyard with shrubs identical to the existing eight already in place, replenish the two beds with new soil and nutrition and plant colorful and appropriate annuals around the border of the beds.

Sinking Pavers – The interlocking pavers in the courtyard have been repaired by Moscone. A monitoring and maintenance program has been recommended and quoted by Moscone. The Strata Council decided to obtain another quote for the adjusting of the pavers, shifting and re-sanding the required areas in the courtyard as necessary to prevent further damage.

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Compressor Replacement – Completed by National Hydronics as per decision based on Strata Council's consensus via emails.

Additional Hose Bibs in P1 and P2 – Completed by National Hydronics as per decision based on Strata Council's consensus via emails.

Daycare Parking Signs – It was reported to the Council that Rick MacDonald inspected the site and will address this issue shortly, weather permitting.

Dryer Vents Maintenance – City Air Duct returned to clean the vents of a number of units on the 2nd floor of the Avenue building and 3rd, 4th and 8th floors of the Heather building. It was recommended to schedule preventative summer maintenance for four units. The owners will be notified.

Rattling Noise 1st floor – National Hydronics have been informed that after few months of peace and quiet the rattling noise below the one unit of the first floor had started again as per owners complaints. They confirmed to attend the site on Wednesday, June 2 to inspect the issue. Quote for repair to follow.

Maintenace of Stones of the Exterior Walls – Heather Street – The original supplier of these stones will meet with Gateway Property Managers in the following week.

CORRESPONDENCE

Letter #4 – Chargeback letter was sent to the owner of unit on the 7th floor of Heather building for emergency repairs due to the water damage.

We wish to remind you to that it is prudent for strata owners to have adequate insurance that covers the improvements in the unit. In case of the damage that is caused by neglect or carelessness, when the cost is less than deductible, a strata owner who does not have the personal insurance is liable for any cost in his unit or common property that was damaged at that point.

Letter #5 – A letter was received from an owner of unit on the 10th floor regarding a proposal for the installation of automatic door openers for the doors that lead to/from the elevators and the underground parking. The Strata Council discussed the suggestion and concluded that there is no funds budgeted for such a major expense at this time.

Letters #6 to #9 – Letters were sent to four residents for not waiting for the garage gate to close.

Letter #13 – An anonymous letter was received regarding parking security. No action by Strata Council will be taken on anonymous correspondence.

Letter #14 – A letter was sent to the resident on 6th floor Avenue building for having no storage insurance for a vehicle parked in their parking stall.

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Letter #15 – Response email was received from the owner on the 5th floor Heather building regarding complaint from a March 1, 2010 bylaw violation – garage gate. The Strata Council unanimously agreed to issue a minimum fine of \$50.

Letter #16 – A letter was received from the owner of the unit on the 7th floor, raising the issue of excessive dog hair and dirt continuing to accumulate on the 7th floor of the Heather building. The Strata Council unanimously agreed to send a letter to the offending suite.

Letter #17 – Further correspondence with the owner of the unit on the 10th floor regarding the water pooling on his patio. As this issue has been reviewed by the VVV Engineering, possible remedies will be further looked into.

Letter #18 – Response email was received from the owner of unit on the 3rd floor Avenue building, requesting that the fine issued for a bylaw violation be reduced to \$50. Strata Council discussed the circumstances and unanimously agreed to let the fine stand.

Letter #19 to #20– Letters were sent to the resident of the unit on the 5th floor Avenue building for continuous noise complaints and disturbance of the neighbors. The tenants responded that they are moving out.

Letter #21 – Email was received by the owner of unit on the 3rd floor Avenue building reporting a tailgating incident. Letter was sent to the resident who was identified to be the driver who tailgated.

NEW BUSINESS

Pumps Inspection – National Hydronics provided Service Report after their inspection on April 12, 2010. There are indications for some additional repairs and cleaning of the boiler. Quotes requested.

Amenity Room New Rule: It was brought to the attention of the Strata Council that the Amenity Room does not have clear rules regarding the procedure in case when the space is rented or booked for personal use. To avoid further confusion, it was decided that if the Amenity Room was booked to 10:00 p.m. (the latest time it can be booked to), then the Amenity Room will remain **OFF LIMITS** to **ALL** residents of Tapestry until the following day, **AFTER** the Resident Caretaker inspect the premises and re-opens the Amenity Room for resident's. It was moved, seconded and **unanimously carried** to approve this new Rule. See Bylaws and Rules attached to these minutes.

New Sign – As discussed at the last Annual General Meeting, an owner expressed concerns of the possibility that a child running from the park playground down the ramp into the courtyard could be hit by drivers exiting the parking lot, the Strata Council members had decided the following: A sign will be placed on the fence facing playground so that those who are about to use the stairs or walk down the ramp will be

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able to see it. The wording on the sign will be simple and clear. It was moved, seconded and **unanimously carried** to approve the signage warning people to watch for the cars.

FINANCIALS

Operating Statements – There being no errors and omissions it was moved, seconded and **unanimously carried** to approve the operating statements for February, March, and April 2010 as circulated.

Arrears – The current arrears report was presented. The Strata Council was **very** satisfied with the extremely low level of outstanding amounts.

NEXT MEETING

The next meeting is scheduled for Wednesday, August 11, 2010 at 6:30pm in the community room in the Heather building (2821 Heather Street).

TERMINATION

As there was no further business, the meeting was adjourned at 9:00 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 – 80 th Avenue	Fax: 604-635-5001
Delta, BC V4C 1Y2	After Hours Emergency: 604-635-5000 ext 1
Property Manager:	Mira Petrovic 604-635-5046
	mpetrovic@gatewaypm.com
Administrative Assistant:	Linda Bonnet 604-635-5018
	lbbonnet@gatewaypm.com

TAPESTRY BCS 2645

AMENITY ROOM BYLAWS AND RULES

Effective: April 22, 2009

Revised: June 2, 2010

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 commercial events are allowed in the room.
6. Pets are not allowed in this facility.

RULE

1. In the event that the Amenity Room is booked until 10:00 p.m., the Amenity Room will remain **OFF LIMITS** to **ALL** residents of Tapestry until the following day, **AFTER** the Resident Caretaker inspect the premises and re-opens the Amenity Room for resident's use.

MINUTES OF STRATA COUNCIL MEETING
TAPESTRY- Strata Plan BCS 2645
AUGUST 11, 2010

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

<u>PRESENT:</u>	Wendy Donaldson	- Strata Council President
	Cynthia Tomlin	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Michael Taylor	- Strata Council Member
	Alan Ip	- Strata Council Member
	Mirjana Petrovic	- Property Manager Gateway Property Management
<u>REGRETS:</u>	Tom Grant	- Strata Council Member VCH
	Kevin Ma	- Strata Council Treasurer

CALL TO ORDER

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

GUEST 1:

The resident of a suite on the 4th floor of the Heather building attended the meeting to discuss letters regarding not waiting for the gate to close. The Strata Council thanked the resident for attending the meeting and following discussion, the members agreed to issue a minimum \$50 fine.

GUEST 2:

Residents of a suite on the 7th floor of the Heather building attended the meeting in order to explain the situation with regards to pet hair on the hallway carpet on their floor. Strata Council will follow up with the explanatory letter of further steps to be taken in this case.

RESIDENT MANAGER REPORT

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

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON JUNE 2, 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:

Maintenance Review – Certain members of the Strata Council analyzed the Building Envelope Maintenance Review Report and discussed the priorities, maintenance approach and warranty potential. The Property Manager was presented with the list of recommendations with regards to certain deficiencies which should be addressed first. This will be an extensive process that will include involvement of the developer, in addition to obtaining quotes for repairs and the correction of selected deficiencies by adding them to a maintenance schedule, which will be prepared for Council's review and approval.

Daycare Parking Signs – Completed by Rick MacDonald.

Rattling Noise 1st floor – Further complaints received from the owner of the unit on the first floor of the Heather building. National Hydronics attended the site and advised that the possible solution will be quoted and forwarded to Gateway Property Management. After many attempts to get this quote were unsuccessful, another contractor was engaged. The quote that followed is based on the same procedure that National Hydronics already applied, therefore Strata Council found that it is was not feasible to perform same repairs that did not result in improvement. However, further reports from the owner are suggesting that the rattling noise had suddenly stopped.

Maintenance of Stones of the Exterior Walls – Heather Street – Mahovlich Stone Masonry has submitted the quote for the pressure washing and sealing of the exterior walls. A second quote was requested by Strata Council and a decision was tabled to the next meeting.

New Sign – A new sign was purchased and placed on the fence facing playground for those who are about to use the stairs or walk down the ramp, warning them of traffic in the courtyard.

Preventative Summer Dryer Vent Maintenance – Seven units were attended to on June 24, 2010. Dryer vents were inspected and cleaned as a part of preventative summer maintenance program. The vents had visible blow back of lint on grills. No indication of water present in any vents. One unit remains outstanding to be inspected by City Air Ducts.

Sinking Pavers – It has been brought to Strata Council's attention that several more interlocking pavers have become loose around the front drain in the courtyard just off the 12th Avenue. The issue will be forwarded to Moscone Bros.

CORRESPONDENCE

Letter #1 – A complaint was received regarding 5 (five) gate violations witnessed between May 26th and June 3rd. The Property Manager was instructed to follow up with letters to residents in question. Discussion among Strata Council members on the procedure concerning reports on the gate violators resulted in:

- A complaint that is received must include the time and date when the vehicle in question did not wait for the gate to close.
- The make, colour, type and the license plates of the vehicle.
- Which gate was violated? Was the vehicle entering or leaving the parkade?
- Any other information specific to the incident in question.

NOTICE

It is of utmost importance for all residents to wait for the gate to close COMPLETELY before proceeding. The only time when the resident can proceed without waiting for the gate to COMPLETELY close is if vehicle behind uses their access fob and activates the gate to open, at which point the first vehicle is relieved of its onus to wait for the gate to close and may proceed in or out, causing the vehicle behind wait for the gate to COMPLETELY close.

Letter #2 – An email was received from the resident of a unit on the first floor of the Avenue building in regards to overgrown north-south garden area inside the fence along Willow Street. This was communicated to Moscone Bros and will be attended to. The second issue related to

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water supply available for the patios. The resident was advised to investigate possible solutions.

Letter #3 – The resident of a unit on the first floor of the Avenue building approached the Strata Council member with the complaint about the inappropriate behavior of a crew working on the Willow Street project on July 31st. Property Manager brought this to the attention of Vancouver Coastal Health Project Manager.

Letter #4 – A letter was sent to the owner on the first floor of the Avenue building advising of the minimum fine applied in regards to gate violation. The resident violated the gate again soon thereafter. The resident also failed to pay the fine for the first violation. The Strata Council unanimously decided to apply a \$100 fine for the second violation with interest to be accumulated on the first fine.

Letter #5 – An email was received from the resident of a unit on the second floor of the Avenue building regarding the noise coming from a unit above. Appropriate letter has been sent.

Letter #6 – A letter was sent to the resident of a unit on the second floor of the Avenue building as per report regarding gate violation. The response was received and reviewed by the Strata Council members. Warning letter will be issued.

Letter #7 – A letter was sent to the resident of a unit on the third floor of the Avenue building as a final decision to apply the maximum fine was to remain in effect.

Letter #8 – A letter was sent to the resident of a unit on the second floor of the Avenue building for the gate violation. The Strata Council reviewed the response from the owner and agreed to apply minimum fine of \$50.

Letter #9 – The request was received from the owner of a unit on the fifth floor of the Avenue building in regards to hardwood floor replacement. After reviewing the signed Assumption of Responsibility and attached flooring requirements and specifications, their request was approved.

Letter #10 – A letter was sent to the resident of a unit on the fourth floor of the Avenue building regarding the alleged contravention of the bylaws.

Letter #11 – A letter was sent to the owner of a unit on the fifth floor of the Avenue building regarding the violation of the visitor parking. The decision was tabled until the next meeting as the tenant did not receive the letter in a timely manner that would allow for an opportunity to respond.

Letter #12 – A reminder letter was sent to the unit owner from the fifth floor of the Avenue building regarding complaints from the unit owner below concerning water and debris splashing on their balcony. The owner has sent an appropriate response.

Letter #13 – A letter was sent to the resident of a unit from the second floor of the Heather building advising of the minimum fine regarding a gate violation. The owner responded with proposed changes to Tapestry Bylaws – Parking Gate Enforcement Policy. The Strata Council reviewed the proposed changes and wished to thank the resident on his time and efforts, however, no changes with respect to Tapestry Bylaws and Rules will be implemented at this time.

Letter #14 – A letter was sent to the resident of a unit on the third floor of the Heather building regarding visitor parking violation. The Strata Council reviewed the response from the resident

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and following discussion, it was unanimously agreed to apply minimum \$50 fine for this violation.

Letter #15 – A letter was sent to the resident of a unit from the third floor of the Heather building regarding a gate violation. The Strata Council reviewed the resident's response and agreed to issue a warning letter at this time.

Letter #16 – An email was received from the owner of a unit of the fourth floor of the Heather building regarding cracks that have been discovered in the wall at the corner of their patio. The owner attached the photos, which will be forwarded to the developer, Concert, for further investigation.

Letter #17 – A letter was sent to the owner of a unit of the fifth floor of the Heather building advising of a minimum fine applied to their account in connection to a gate violation.

Letter #18 – A warning letter was sent to the owner of a unit of the seventh floor of the Heather building for not waiting for the gate to close as per decision from the last council meeting.

Letter #19 – A letter was mailed to the residents of a unit of the eighth floor of the Heather building concerning the Amenity Room noise complaints. The resident requested the audience in front of the Strata Council at the next meeting, however, their response was received well after the deadline that was noted in the letter. Taking into consideration that this resident was previously issued a warning letter for the same issues in the past, the Strata Council unanimously agreed to apply a \$200.

Letter #20 – A complaint letter was received from the owner of a unit of the ninth floor of the Heather building regarding a tailgating issue. Please refer to the Notice under Correspondence, Letter #1.

Letter #21 – After receiving a complaint from the resident of a unit of the ninth floor of the Heather building, a letter was sent to the resident regarding the barking of their dog in the last couple of months. According to the response from the dog owners, they have immediately taken all the necessary steps to resolve the issue. No further complaints received.

Letter #22 – A warning letter was sent to the owner of a unit from the ninth floor of the Heather building for contravening Tapestry Bylaw - Selling of the Strata Lots.

Letter #23 – A letter was received from the resident of a unit from the ninth floor of the Heather building regarding tailgating. Appropriate response will be sent to both parties.

Letter #24 – A letter was received from the resident of a unit from the tenth floor of the Heather building with regards to the overflow of recycling bins and a recommendation for securing extra bins. The Property Manager will investigate and advise.

Letter #25 – A letter was sent to the owner of a unit from the tenth floor of the Heather building with regards to the request for installation of automatic door opener.

REMINDER

Inform strata corporation

Within two weeks of becoming an owner, an owner **MUST** inform the strata corporation of the owner's name, strata lot number and mailing address outside the strata plan, if any.

PRIOR to any tenant(s) occupying a strata lot, the owner **MUST** inform the strata corporation of the tenant(s) name(s) and complete and deliver to the strata corporation, Notice of Tenant Responsibilities in Form K under the Act. Failure to provide a Form K will result in fines being levied under the bylaws.

The owner is responsible for supplying the tenant(s) with a copy of Tapestry Bylaws and Rules.

NEW BUSINESS

Crows and Pest Control Maintenance – The resident of a unit from the first floor of the Avenue building reported a crow's nest on the Tapestry property, located on a tree in front of a unit on the first floor. The resident witnessed crow attacks to her dog and several other park visitors. Gateway reported this issue to Care Pest & Wildlife Control and received the estimate for nest removal. It was recommended that the nest could not be removed when there were baby crows still in the nest. The resident was informed to monitor and advise when the nest is free of baby crows so that it can be removed. Also, residents are encouraged to inform Strata Council immediately upon noticing that a nest is being built on our property so that it can be successfully removed before any eggs are laid.

BC Hydro Rebate Program – There are ongoing rebate and incentive programs with BC Hydro, offering energy savings and cost effectiveness in the future. It is estimated that if Strata decides to proceed with this project the building would save over \$6,000 per annum on the electricity bill. However, the Strata Corporation has to invest a significant amount of money to initiate the project, which could potentially place the corporation in a deficit position in the first year, therefore, Strata Council has unanimously decided to table the decision regarding the energy rebate program until the next Annual General Meeting.

Irrigation upgrade – The Strata Council approved the upgrade of Tapestry irrigation system as a necessity for some planted areas to stay alive.

Tree Pruning – Quotes – T. Moscone & Bros presented a quote for pruning, thinning and shaping of 57 deciduous trees of mixed species around the property. Two more quotes to follow. Decision tabled.

Gateway Property Management – Training Sessions – The Strata Council was advised by Gateway Property Management of training opportunities in order to ensure the ongoing protection, health and safety training for the Resident Manager. It was approved for the Resident Caretaker to enroll in the Occupational Health & Safety and Environment Management Program.

FINANCIALS

Operating Statements – There being no errors and omissions it was moved, seconded and **unanimously carried** to approve the operating statements for May and June, 2010 as circulated.

Arrears – The current arrears report was presented. The statements were mailed to the owners in arrears on August 10, 2010.

NEXT MEETING

The next meeting is scheduled for Wednesday, October 20, 2010 at 6:30pm in the amenity room in the Heather building (2851 Heather Street).

TERMINATION

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 Main Switchboard: 604-635-5000

#400 – 11950 – 80th Avenue

Fax: 604-635-5001

Delta, BC V4C 1Y2

After Hours Emergency: 604-635-5000 ext 1

Property Manager:

Mira Petrovic 604-635-5046

mpetrovic@gatewaypm.com

Administrative Assistant:

Karin Botha 604-635-5047

kbotha@gatewaypm.com

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

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

<u>PRESENT:</u>	Wendy Donaldson	- Strata Council President
	Cynthia Tomlin	- Strata Council Vice-President
	John Kim	- Strata Council Secretary
	Kevin Ma	- Strata Council Treasurer
	Alan Ip	- Strata Council Member
	Mira Petrovic	- Property Manager Gateway Property Management
<u>REGRETS:</u>	Tom Grant	- Strata Council Member VCH
	Michael Taylor	- Strata Council Member

CALL TO ORDER

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

GUEST 1:

The resident of a suite on the 8th floor of the Heather building attended the meeting to discuss the fine that was applied to his account regarding an alleged bylaw violation. Following discussion, it was agreed that further investigation was required.

RESIDENT MANAGER REPORT

The Resident Manager updated the Strata Council on the main issues in the building, including but not limited to:

- Winterization of the sprinkler system;
- Replacement of the valves in the boiler room;
- Annual generator test;
- Elevator transformer adjustment and replacement; and
- Pest control in the daycare courtyard.

APPROVAL OF THE MINUTES OF THE STRATA COUNCIL MEETING HELD ON AUGUST 11, 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:

Maintenance Review – Summary of the Building Envelope Recommendations and Costing prepared by Rick MacDonald was presented to the Strata Council. It was decided to review the recommendations in detail and to schedule a meeting with Rick MacDonald in due course.

Maintenance of Stones of the Exterior Walls – Heather Street – It was decided that a test section of the wall would be selectively pressure washed, with the remainder of the wall being deferred to next year. The proposed area is the North-East corner of building on East side section of panels. The test section will be pressure washed with application of environmentally friendly stain/algae removal treatment.

Sinking Pavers – The sinking interlocking pavers around the front drain in the courtyard just off the 12th Avenue were fixed by Moscone, however, there are again new sections throughout the courtyard which now require attention. Therefore, the Strata Council has decided to approve the re-sanding of the entire courtyard. The Property Manager is to obtain a quotation for this work.

Tree Pruning – It was moved and seconded and **unanimously carried** to defer this item to the next fiscal year as it was not included in the operating budget for this fiscal year.

CORRESPONDENCE

Letter #1 - A letter was sent to the resident of a unit on the fifth floor of the Heather building regarding a gate violation. The response was received and reviewed by the Strata Council members and it was determined that a warning letter be issued.

Letter #2 - A letter was sent to the resident of a unit on the fourth floor of the Heather building for a gate violation with the minimum fine applied.

Letter #3 - A letter was sent to the residents of a unit on the seventh floor Heather building regarding issues with pet hair on the hallway. No further complaints received.

Letter #4 - A letter was sent to the resident of a unit on the second floor of the Avenue building for a gate violation with a minimum fine applied.

Letter #5 - A warning letter was sent to the resident of a unit on the second floor of the Avenue building for a gate violation.

Letter #6 - A letter was sent to the resident of a unit on the first floor of the Avenue building for a gate violation with a fine applied.

Letter #7 - A letter was sent to the resident of a unit on the second floor of the Avenue building for a gate violation with a minimum fine applied.

Letter #8 - A warning letter was sent to the resident of a unit on the third floor Avenue building concerning noise disturbances during late night hours. No further complaints received.

Letter #9 - A warning letter was sent to the resident of a unit on the second floor of the Avenue building for a gate violation. The owner was also reminded to send in a Form K for the current tenant.

Letter #10 - A letter was sent to the resident of a unit on the second floor of the Avenue building for a gate violation with a minimum fine applied.

Letter #11 - A letter was sent to the resident of a unit on the third floor of the Heather building for parking in the visitor parking without a visitor parking pass. Minimum fine was applied.

Letter #12 - A warning letter was sent to the resident of a unit on the third floor of the Heather building for a gate violation.

Letter #13 - A response letter was sent to the resident of a unit on the ninth floor of the Heather building regarding security issues.

Letter #14 - A letter was received from the owner of a unit on the fifth floor of the Avenue building regarding an interior issue with their unit. The Strata Council has advised the owner to present this issue to the developer.

Letter #15 - A letter was received from the owner of a unit on the first floor Heather building regarding continued rattling noise. The Property Manager was advised to further investigate the files on this issue. The final response will be sent to the owner in due course.

Letters #16 & 17 - Letters were sent to the residents of the Avenue building as their one month notice regarding the expiry of their six months leases of their extra parking stall.

Letters #18-25, 30, 33 & 34 - Letters were sent to the owners as reminders to send their move in fees and their Forms K to Gateway Property Management as soon as possible when they have tenant turnover.

Letter #26 - A letter was sent to the owner of a unit on the second floor of the Heather building concerning complaints for not keeping their dog on the leash. The owner was also reminded to provide Gateway Property Management with a completed pet registration form.

Letter #27 - A letter was sent to the resident of a unit on the fourth floor of the Heather building regarding a gate violation. The response was received and reviewed by the Strata Council members and it was determined that a warning letter be issued.

Letter #28 - A letter was sent to the resident of a unit on the seventh floor of the Heather building regarding a gate violation. The response was received and reviewed by the Strata Council members and it was determined that a warning letter be issued.

Letter #29 - A letter was sent to the resident of a unit on the fourth floor of the Heather building regarding a gate violation. The response was received and reviewed by the Strata Council members and it was determined that a warning letter be issued.

Letter #31 - A letter was received from the owner of a unit on the first floor of the Avenue building regarding a new bench being installed on the grass area along the sidewalks on the Willow Street. The owner is negotiating the removal of the bench with the City of Vancouver due to its proximity to the building and the potential nuisance to their standard of living.

Letter #32 - A complaint was received from the resident of a unit on the third floor of the Avenue building with regards to a noise violation. The Strata Council will follow up with the appropriate letter.

Letter #35 - A letter was sent to the resident of a unit on the fifth floor of the Avenue building regarding a gate violation. Decision tabled until next meeting.

Letter #36 - A letter was sent to the resident of a unit on the fifth floor of the Avenue building for breaching the Visitor Parking Bylaws. Minimum fine was applied.

NEW BUSINESS

Railings repair – Estimate – The Property Manager presented the estimate regarding the repair of the stair railings between parking and playground. The Strata Council reviewed the quote and decided to seek an alternative option.

Willow Street Irrigation System Repair – The Strata Council was advised that Moscone repaired the part of the irrigation system that was damaged during the Willow Street Beautification Project. The materials were supplied by the City of Vancouver, through VCH.

Water Damage – It was reported to Strata Council that there has been a problem with the bathtub drain in one of the units. The plumber fixed the problem and reported that the location and nature of the leak are indicating that this would fall under developer's deficiency category. However, considering that the item was out of warranty the developer did not participate in the repairs. The Strata Council has advised that the owner will be charged-back for the plumbing repairs and responsible for the final repairs in two affected units. In a given situation, it is of utmost importance that the owner has personal insurance that allows him/her to claim the damage.

Snow Removal – The Strata Council was presented with several options for snow removal for the upcoming season. It was discussed to proceed with Westcoast Building Maintenance for snow shoveling and application of ice-melting (salt). The Property Manager was advised to further review, compare and provide feedback on a Bobcat service.

FINANCIALS

Operating Statements – There being no errors and omissions it was moved, seconded and **unanimously carried** to approve the operating statements for July, August and September 2010 as circulated.

Arrears – The current arrears report was presented. The statements were mailed to the owners in arrears on October 20, 2010.

NEXT MEETING

The next meeting is scheduled for Wednesday, December 15, 2010 at 6:30pm in the amenity room in the Heather building (2851 Heather Street).

TERMINATION

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

Gateway Property Management Corporation	Main Switchboard:	604-635-5000
#400 – 11950 – 80 th Avenue	Fax:	604-635-5001
Delta, BC V4C 1Y2	After Hours Emergency:	604-635-5000 ext 1
Property Manager:	Mira Petrovic	604-635-5046
	mpetrovic@gatewaypm.com	
Administrative Assistant:	Karin Botha	604-635-5047
	kbotha@gatewaypm.com	

Tapestry

-Notice to Residents-

Council is spending considerable amount of time dealing with complaints regarding pets at Tapestry.



(off-leash in common areas, aggressive behavior towards other pets and people, excess debris tracked into the buildings, urinating on common area plants and grass, pet waste in elevators and carpeted areas, etc).

ALL PET OWNERS are reminded that pursuant to the Bylaws, pets **MUST BE REGISTERED.**

Pet registration forms are available from Gateway Property Management (please e-mail kbotha@gatewaypm.com or call Karin 604-635-5047). These forms must be received by Gateway Property Management by **November 15, 2010.** Forms may be dropped off in Council mail slot or mailed directly to our office.

Please review ALL bylaws regarding pets to see that you and your pet(s) are in compliance. **Pets Bylaw 2.9 (1-6)**

Thank you for your cooperation
Gateway Property Management