

STRATA PLAN NWS 3379  
11595 FRASER STREET  
MAPLE RIDGE, BC V2X 0X7

Members of the Strata Council Meeting of Strata Plan NWS 3379  
January 18<sup>th</sup>, 2006  
@19:30 hrs Suite 412 Brickwood Place

Present: Dan Brown 3  
Bob Rae 4  
Trenna Zaiser 3  
Linda Wass 3

Absent Leila Myton 4  
David Piekowski 1  
Chris

Missing  
June, July, Aug  
2006

Ongoing Business:

Review of bylaws  
Proposed welcome package for 1  
Proposed protocol to enforce bylaws  
Pressure washing of parking area ongoing  
Hallway/stairwell painting in process  
Fencing repairs in process  
Fence painting ongoing  
Washing exterior of building ongoing  
Re-caulking ongoing  
Survey is being created with the expectation that residents will complete and return to strata  
Strata will request three estimates for any future roof replacement

\* no meetings in the  
Summer \*

New Business:

Unit 109 is in maintenance arrears for Oct/Nov 2005. A letter will be delivered requesting payment.

Letters will be delivered to Units 211 and 208 regarding propane storage

Strata understands that the washing machine that overflowed, causing the fire alarm to activate, is now resolved. The false alarm fine issued by the Fire Department will be paid by Unit 202.

In house Manager Charene West has sold and interim management duties, effective Feb 1<sup>st</sup>, will be handled by Dan Brown and Bob Rae. Please note management hours are between the hours of 9am and 5pm. Emergencies are excluded.

Strata is accepting applications for In House Manager. Please deliver to Unit 302 or Unit 412. Salary to be negotiated. Expectations will include: available to arrange and schedule work in and around the building; arrange access to the building and supervise on site workman; enforce by laws; report in writing to strata issues and concerns from residents; be available to strata; meet new residents and issue by law copy and give general layout of the building.

Reminders:

When replacing bathroom flooring with tile, please ensure that a "riser" is used when re-seating your toilet. This will help to create a complete seal and stop any leaks from developing.

Please pick up your mail daily.

Propane storage is not permitted on the premises

WHEN THE FIRE ALARM ACTIVATES IT IS IMPERATIVE THAT ALL RESIDENTS EVACUATE THE BUILDING IMMEDIATELY.

Meeting adjourned at 9:30 pm

Next meeting set for February 15<sup>th</sup>, 006 in the Lobby

**BRICKWOOD PLACE – Strata Plan NWS 3379**  
**11595 Fraser Street,**  
**Maple Ridge, BC V2X 0X7**

Welcome to Brickwood Place! We'd like to share a few helpful hints about the building that we hope you will find useful.

**Strata Contact Information:**

| <b>Name</b>         | <b>Suite #</b> | <b>Phone #</b>      |
|---------------------|----------------|---------------------|
| Christopher Kearney | 404            | 604-466-0947        |
| Linda Wass          | 308            |                     |
| Mike Anderson       | 302            |                     |
| Trenna Zaiser       | 311            |                     |
| Leila Myton         | 407            | 604-466-0087        |
| <b>Strata Pager</b> |                | <b>604-443-0998</b> |

0998

**Telephone System:**

- When a visitor buzzes your suite, make sure you know them before letting them into the building
- Press 6 to let the guest in
- If you're on the phone when someone buzzes in your phone will be beep to let you know someone is at the front door. Press 9 to switch between the call and the front door speaker.

**Maintenance Fees:**

Upon moving in, please have monthly post-dated cheques for the first of the month made out until November 1 of this year.

- Cheques are made payable to: **NWS 3379** for the amount of \$\_\_\_\_\_.

**Parking:**

- Please do not leave your garage remote in your car
- Upon entering or exiting the parking garage, please make sure the garage door is completely closed before proceeding
- Additional parking spaces are available for an additional **\$15** / month. If you would like an additional parking space, please contact a member of strata to be placed on the waiting list.
- Access to RV Parking is secured and restricted by RV owners and building management.
- RV Parking is available to owners at the back of the building for an additional **\$??** / month. If you would like an RV parking space, please contact a member of strata to be placed on the waiting list.

**Storage Lockers**

- The Storage Lockers are opens for owners who have lockers from 9am – 9pm. If you would like a storage locker, please contact a member of strata to be placed on the waiting list.

**General Reminders:**

- For added security please pick up your mail daily
- No BBQ's of any type are allowed
- Pets must be leashed when they are in the common areas of the building and surrounding property

STRATA PLAN NWS 3379  
11595 FRASER STREET  
MAPLE RIDGE, BC V2X 0X7

Members of the Strata Plan Council Meeting of Strata Plan NWS 3379

February 15<sup>th</sup>, 2006  
@19:30 hrs in the Lobby of Brickwood Place

|          |               |     |
|----------|---------------|-----|
| Present: | Dan Brown     | 302 |
|          | Trenna Zaiser | 412 |
|          | Leila Myton   | 407 |
|          | Linda Wass    | 308 |
|          | Chris         | 404 |

|         |                  |     |
|---------|------------------|-----|
| Absent: | David Piekłowski | 112 |
|         | Bob Rae          | 412 |

Ongoing Business:

Review of Bylaws  
Proposed welcome package for new residents  
Pressure washing of parking area ongoing  
Fencing repairs in process  
Fence painting ongoing  
Washing of exterior of building ongoing  
Survey completed  
Three estimates for future roof replacement ongoing  
Letters issued regarding storage of propane  
Letter issued regarding maintenance fee arrears  
Caulking ongoing  
In house management position ongoing  
Repairs in 104/108 ongoing

New Business:

History of building maintenance to be created  
Letter to be issued regarding payment of invoice for false alarm  
Discussion regarding registration of by-laws  
Discussion and recommendation of by-law amendments to be voted and accepted at the next annual general meeting  
Ex: limit to pet size  
no propane, briquette, electric barbecues  
limit rental units to zero

Handyman helper position proposed/discussed and accepted  
Proposal to initiate \$25.00 move in/move out fee  
Painting of the 2<sup>nd</sup> floor yet to be completed  
Metal trim will be added to the doorways around the elevator  
Discussion regarding the savings account opened in conjunction with the contingency fund and operating fund  
Proposed power washing of the front walkway area done in April  
Discussion on procedure for levying fines and/or liens  
Discussion regarding applying fines against Form B

Reminders:

Resident on title is required to supervise any outside trades/workmen that are onsite

Major in-suite work/repairs must be reported in writing to strata

Please clean up oil spills in the parking area

Parking stalls are not for storage – please remove any inappropriate items

Please pick up after your pet on a regular basis – items left on patio decks are offensive

**PLEASE PICK UP YOUR MAIL DAILY!**

Meeting adjourned at 9:00pm

Next meeting scheduled for March 15<sup>th</sup> at 7:30 pm in Suite 404

**ATTACHMENT:      SURVEY      PLEASE RETURN TO 302 OR 412**

STRATA PLAN NWS 3379  
11595 FRASER STREET  
MAPLE RIDGE, BC V2X 0X7

March 15th, 2006  
@19:30 hrs Suite 404 Brickwood Place

|          |                  |     |
|----------|------------------|-----|
| Present: | Dan Brown        | 302 |
|          | Bob Rae          | 412 |
|          | Trenna Zaiser    | 311 |
|          | Leila Myton      | 407 |
|          | David Piekłowski | 112 |
|          | Chris Kearney    | 404 |
|          | Linda Wass       | 308 |

Guest: Rhonda

Ongoing Business:

Review of bylaws  
Proposed welcome package for new residents  
Proposed protocol to enforce bylaw infractions  
Pressure washing of parking area, exterior of building and front walkway  
Estimates for future roof replacement  
In House Manager  
Fence repairs/painting  
History of building maintenance  
Unpaid strata fees discussed

New Business:

Subject of annual garage sales discussed. Strata voted against garage sales, due to security issues  
\$25.00 Move In/Move Out fee voted on and accepted  
Complaints received regarding excessive noise eg music  
Complaints received regarding items thrown from balconies and landing of patios below eg cigarette butts  
Fans turned on in response to hallway fumes  
Creation of a Brickwood Place website

Reminders:

Please advise Realtors that lock boxes are not allowed. Cost of re-keying the building will be at the expense of Realtors if lock boxes are breached

Each unit is entitled to one parking spot. Extras are optional at a cost. Storage Units are also optional at a fee

Meeting adjourned at 9:00 pm

Next meeting scheduled for April 19<sup>th</sup>, 2006 in Suite 404

Thanks to everyone who replied to the Building Survey

STRATA PLAN NWS 3379  
11595 FRASER STREET  
MAPLE RIDGE, BC V2X 0X7

April 19<sup>th</sup>, 2006  
@19.30 hrs Suite 404 Brickwood Place

|          |               |     |
|----------|---------------|-----|
| Present: | Dan Brown     | 302 |
|          | Bob Rae       | 412 |
|          | Trenna Zaiser | 311 |
|          | Leila Myton   | 407 |
|          | Chris Kearney | 404 |
|          | Linda Wass    | 308 |

|         |                  |     |
|---------|------------------|-----|
| Absent: | David Piekłowski | 112 |
|---------|------------------|-----|

Ongoing Business:

Review of bylaws  
Proposed welcome package for new residents  
Proposed protocol to enforce bylaw infractions  
Estimates for future roof replacement  
In House Manager  
Fence repairs/painting ongoing & subject to weather conditions  
Unpaid strata fees  
Creation of website for Brickwood Place  
Calling for more estimates for washing exterior of building eg north, west & back sides  
only – issue is access to building on ground floor due to patio fencing – cost issue – do we  
“gate” the portions?  
Powerwashing ongoing

New Business:

Lengthy discussion regarding building security:  
Change locks to a dead bolt system on the locker room access doors  
Limit access to back side of building to RV owners only  
Spreadsheet now on file containing data from building survey as supplied by residents  
Storage lockers that came available have now been assigned  
Settlement of previous unpaid strata fees  
Fire alarm fine discussed and bill will be referred to unit responsible



Drain cover in RV parking area has been destroyed by unauthorized vehicles – when it rains, leaves plug the drain causing leaks in the underground and flooding to first floor patios

**SPECIAL NOTICES:**

In House Management position still open. Strata now accepting applications. Salary to be discussed. Any interested parties can leave a resume with Bob Rae or Chris Kearney

**EFFECTIVE IMMEDIATELY DAN BROWN HAS STEPPED DOWN FROM COUNCIL** Please take all future concerns/issues and letters to Chris Kearney or Bob Rae

Thank you Dan for all you have contributed to our building.

Next meeting scheduled for May 17<sup>th</sup>, 2006 Unit 404 at 7:30 pm

STRATA PLAN NWS 3379  
11595 FRASER STREET  
MAPLE RIDGE, BC V2X 0X7

MAY 17<sup>TH</sup>, 2006  
@ 19:30 hrs Suite 404 Brickwood Place

|          |                  |     |
|----------|------------------|-----|
| Present: | Bob Rae          | 412 |
|          | Chris Kearney    | 404 |
|          | Trenna Zaiser    | 311 |
|          | Linda Wass       | 308 |
| Absent:  | Leila Myton      | 407 |
|          | David Piekłowski | 112 |

On Going Business:

Review of bylaws  
Welcome package for new residents  
Estimates for any future roof replacement  
Fence repairs/painting – weather permitting  
Website  
Estimates for washing exterior of building  
Power washing – weather permitting  
Still accepting applications for In House Management Position  
Storage locker assigned – based on established waiting list  
Building maintenance continues

Correspondence Received:

Wasps are now evident. Please report in writing to strata any instances of infestation affecting building structure. Please be aware they can build nests in and around any patio furniture, planters etc

Letter received and invoice attached for deck sealant and comments regarding building maintenance

New Business:

Limited access to the RV parking area discussed at length. For security issues, it was proposed and accepted that a locked gate be installed. Keys for authorized persons to be provided.

Use of the outside tap and hose at the front of the building discussed at length

A dead bolt lock on the storage room locker doors have been installed. Note that access to your storage locker will now be limited to between the hours of 8am to 8pm.

Pilot light to fireplaces will be turned off for the summer

#### Friendly Reminders:

Regarding summer patio parties – please note quiet time at 11pm

BBQ's not permitted

Never throw lighted materials from patios/decks

Do not leave unused household items for the caretaker to handle. Please contact any local agencies for pick up eg Big Brothers or dispose of said items at Value Village, Salvation Army etc

Strata would like to encourage residents to use the recycling bins provided as much as possible. There is only one household garbage container in the chute and it can overflow with inappropriate items. Your co-operation is most appreciated.

Again – pick up your mail daily

Next scheduled strata meeting set for Wednesday September 13<sup>th</sup>, 2006 in Unit 412

Have a good summer!

#### SPECIAL NOTICE: FIRE INSPECTION SCHEDULED FOR LATE JUNE

Building and Suite inspection of sprinkler system and fire alarms will require access to suites. If you are unavailable during this inspection, please contact Bob or Chris to allow said inspection of your systems.

Times and Date to be announced

STRATA PLAN NWS 3379  
11595 FRASER STREET  
MAPLE RIDGE, BC V2X 0X7

SEPT 13, 2006  
@19:30 HRS SUITE 404 BRICKWOOD PLACE

|          |               |     |
|----------|---------------|-----|
| Present: | Bob Rae       | 412 |
|          | Chris Kearney | 404 |
|          | Trenna Zaiser | 311 |
|          | Leila Myton   | 407 |
|          | Linda Wass    | 308 |

Ongoing Business:

Review of bylaws  
Welcome package  
Estimate for roof replacement  
Fence repairs/painting  
Website  
Exterior building wash  
Building maintenance/handyman position  
Applications for In House Management position  
Access to RV parking area  
Power washing parking area & apron

New Business:

Discussion at length regarding building security  
Additional strata meeting set for Wednesday Sept 20<sup>th</sup>, 2006 for report on estimates  
obtained eg rental of power washer - building washing - security cameras -  
maintenance calendar - replacement of fence panel - etc  
Bars on security gate replaced  
Carpet Cleaning set for this fall  
Discussion re cleaning of equipment room  
Some discussion of agenda for Annual General Meeting in November  
Stolen vehicle  
Onsite restoration still on site  
Air conditioner installed against bylaws

Correspondence Received:

Owner of RV vehicle re damage to vent in RV parking area  
Estimates for building maintenance

Friendly Reminders:

ALWAYS stop and ensure the security gate has closed when leaving and entering the parking area

Do NOT leave your remote in your vehicle

Please report any issues and concerns in writing to your strata council

Next meeting set for Wednesday Sept 20<sup>th</sup>, 2006 at 7:30 pm in Unit 404

Meeting adjourned at 9:30 pm

STRATA PLAN NWS 3379  
11595 FRASER STREET  
MAPLE RIDGE, BC V2X 0X7

SEPT 20<sup>TH</sup>, 2006  
@19:30 HRS SUITE 404 BRICKWOOD PLACE

|          |               |     |
|----------|---------------|-----|
| Present: | Bob Rae       | 412 |
|          | Chris Kearney | 404 |
|          | Trenna Zaiser | 311 |
|          | Linda Wass    | 308 |
| Absent:  | Leila Myton   | 407 |

Ongoing Business:

- Review of bylaws
- Welcome package
- Estimate for roof replacement
- Website
- Exterior building wash
- Building maintenance/handyman position
- In House Management position
- Access to RV parking area
- Power washing parking area & apron
- Onsite restoration on site
- Building security
- Fencing maintenance and painting
- Roof Inspection

New Business:

- One damaged fence panel replaced
- Strata storage unit to be cleaned out and unclaimed items to be dumped and/or taken to Value Village
- Caretakers equipment room to be re-organized and some shelving installed
- Strata member to obtain quote for roof inspection
- Posts installed to limit access to RV parking area
- Strata member to obtain quotes on security cameras and installation
- Suggestion to obtain strata pager
- Website planning commenced
- Suggestion to improve lighting in storage locker area
- Discussion of completion of painting for the 2<sup>nd</sup> floor level

Continuing discussions on building/area security with various suggestions eg hiring night guard and/or joining forces with other building stratas in the area to initiating a Block Watch Program ?

Strata member in discussion with local police detachment for suggestions

Strata member to obtain estimate to paint fence

Strata member to speak to engineering department regarding painting yellow lines on curb at front of building

Strata member to obtain schedule of ongoing repairs

Strata member to report on drainage in RV parking lot

Strata member to obtain report on number of vehicular storage policies filed

No new correspondence received

Power Washing of the underground parking area has been set for Saturday October 7<sup>th</sup>, 2006. Reminder notice will be posted Friday night to please remove vehicles Saturday morning

Next meeting schedule for October 17<sup>th</sup> and October 18<sup>th</sup> if required to discuss bylaws and set agenda for annual general meeting. To be held in Unit 404 at 7:30 pm

Meeting adjourned at 9:30 pm

**Strata Plan NWS 3779  
11595 Fraser Street  
Maple Ridge, BC V2X-0X7**

**Members of the Strata Council Meeting of Strata Plan NWS 3779  
October 12, 2006  
@ 19:00 hours Suite 302 Brickwood Place**

**Present:** Dan Brown #302  
Liela Myton #407  
Bob Rae #412  
Linda Wass #308

**Absent:** Glen Leitner #402  
David Piekłowski #112

**Guest:** Charene West / Anthony Foster

**Old Business:**

Saturday Oct 15<sup>th</sup> between 10am and 2pm please see strata members in the lobby regarding re-programming of garage door openers. Strata will also be updating records for garage door openers, parking stall numbers, extra parking stall numbers, storage locker numbers, resident phone numbers, landlord phone numbers. Strata will also record units with gas fireplaces and RV parking units. Please be prepared with this info. If it is required, Strata will also be available on Sunday Oct 16<sup>th</sup> to complete this survey.

Hallway painting to begin Oct 13<sup>th</sup> on the 3<sup>rd</sup> floor. Due to the condition of the hallways this floor was chosen first to be painted. If possible, the stairwell will also be painted at this time.

Carpet Cleaning will be done the last week in October

Windows that require replacement due to broken seals is ongoing. Please report to Bob in 412 if any of yours require replacement.

Power washing of parking area ongoing

Handyman position ongoing. Possible candidate to discuss details with Strata.

Laundry room vents replaced as per Fire Inspection recommendation.

Annual Calendar for maintenance programme created and now implemented.



Review of By-laws is ongoing.

Storage locker number 17: Notice of removal of goods has expired. Contents will be disposed either by sale and/or salvage.

**New Business:**

Draft of the budget for Dec 1/05 Nov 30/06 presented by Anthony Foster.

Company holding building insurance policy approved.

Commercial hot water tank replaced.

Fire Alarm Thanksgiving weekend: Washer on the 2<sup>nd</sup> floor overflowed. Water leaked through the ceiling to first floor which shorted out a heat sensor. The short caused the fire alarm to activate.

Discussion ensued regarding response time of residents/fire department.

Members approved small increases to storage lockers, parking spaces, RV parking, gas fireplaces. Effective Dec 1 2006 monthly fees will be as follows: parking spaces \$15.00, storage lockers \$15.00, gas fireplaces \$25.00, RV parking \$30.00. Note hot water is **included in monthly strata fees, which are not recommended for increase.** The increases listed here will go directly to the contingency fund

Effective October 13<sup>th</sup>, 2005 our new in-house manager is Charene West and can be reached in 201 and contacted at 604-809-9378.

Nancy

Agenda for the AGM discussed.

Date for an extraordinary and AGM meeting set for Wednesday Nov 17, 2005.

Extraordinary meeting will commence at 7:00 pm followed by the AGM at 7:30 pm. Please meet in the main lobby

Extraordinary meeting set to discuss approval for assessment to cover the cost of a building envelope and roof inspection.

**Friendly Reminders:**

Residents are specifically reminded to immediately evacuate the building when the fire alarm is ringing.

Pets are not allowed to roam the hallways unattended/leashed.

- toilette  
or taps  
Facet  
bathtub  
plumbers  
seal  
fan  
after  
work

over  
shower  
right of  
the toilette

hole in  
ceiling  
15:20  
min ago

Winter is approaching. Window condensation is not a leak problem. To alleviate condensation it is recommended that you set your dehumidifier to your comfort level. Having a window open a crack will also help to eliminate condensation. If you need help to set your dehumidifier, contact the manager.

Wednesday, November 16<sup>th</sup> 2005 – come to the lobby for the Extraordinary and Annual General Meetings. 7:00 pm!!

**Meeting Adjourned @ 21:30 hrs.**

**Next Meeting to be set by incoming strata council.**

STRATA PLAN NWS 3379  
11595 FRASER STREET  
MAPLE RIDGE BC V2X 0X7

OCTOBER 17<sup>TH</sup>, 2006  
@19:30HRS SUITE 404 BRICKWOOD PLACE

|          |               |     |
|----------|---------------|-----|
| Present: | Bob Rae       | 412 |
|          | Chris Kearney | 404 |
|          | Trenna Zaiser | 308 |
|          | Leila Myton   | 407 |
|          | Linda Wass    | 308 |

|         |                |
|---------|----------------|
| Guests: | Anthony Foster |
|         | Gabby          |

Ongoing Business:

- Review of Bylaws
- Welcome Package
- Estimate for roof replacement/roof inspection
- Exterior building wash
- Fence maintenance and painting
- Onsite restoration on site
- Website
- In house management position
- Building security
- 2<sup>nd</sup> floor painting

New Business:

- Recommended 10 year old fire alarms should be replaced
- BC Hydro has product to remove graffiti from power supply box
- Recommended that building appraisal be obtained to update building insurance policy
- Obtain building plans from engineering department
- Recommended to install brighter outside lighting
- Set up strata pager system
- Budget report
- Strata fees
- Power washing of parking area completed
- Chain fencing completed for RV area
- Recommendations for a few bylaw amendments proposed
- Carpet cleaning to be ordered
- Date set for Annual General Meeting

Friendly reminders:

Clean the lint baskets in the dryers in the laundry rooms

Ensure the parking gate is fully closed behind you upon entering and leaving

ANNUAL GENERAL MEETING SET FOR TUESDAY NOVEMBER 4<sup>TH</sup>, 2006 IN  
THE LOBBY TIME: 7:40 PM REGISTRATION 7:30 PM

Meeting adjourned at 10:30 pm

STRATA PLAN NWS 3379  
11595 FRASER STREET  
MAPLE RIDGE, BC  
V2X 0X7

Minutes of the Strata Council Annual General Meeting of Strata Plan NWS3379

November 14<sup>th</sup>, 2006 @ 19:45 hrs in the Lobby of Brickwood Place

1. Registration of voting members at 19:30 hrs and the meeting was called to order at 19:45hrs.
2. A quorum was declared by the chairman
3. All members received their voting cards
4. The minutes of the AGM of November 16<sup>th</sup>, 2005 were approved

Anthony Foster tabled the budget for 2007. Anthony reports the contingency fund in good shape and no strata fee increases are advised at this time. He did report that the gas bill was up over last year. He recommends that during the summer months those units with gas fireplaces make sure their pilot lights are turned off. This would ensure savings in the operating budget. Questions were invited and the proposed budget was passed unanimously.

Presidents Report:

Chris Kearney gave an overview of the general business of the strata council during the past year. Two water heaters have been replaced; some fence panels have been repaired/replaced; 2<sup>nd</sup> floor to be painted; carpets to be cleaned; underground parking area has been powerwashed. Gate has been installed to the back RV parking area. Metal bumper strips installed to elevator doorways on each floor. Roof inspection done and it is recommended only small repairs at this time eg some flashing repairs

Building security discussed at length. Proposal discussed for in house camera system and cost to be obtained. Issue to be voted on by residents at future meetings. Reminder to all residents to ensure the back door to building is secured upon entering/leaving. Also, again, ensure the parking gate is closed behind you. Please also do not keep your garage door clicker in your parked vehicle. Discussion regarding joining the Block Watch Program with other stratas. Replacing/altering parking gate discussed.

Discussion regarding ongoing caulking program and washing of outside of building. Still gathering estimates for power washing back portion of the building. Also continuing to obtain estimates for fence painting. Delay due to trades not responding in a timely manner and general unavailability.

Proposal to obtain a building assessment for insurance purposes.

Request for approval to power wash outside deck

SPECIAL NOTE: STRATA PAGE NUMBER: 4430996 Please call this number anytime to contact a strata member. This number is now also listed on the panel at the front door.

Please report in writing to strata any issues regarding building maintenance, disturbances etc. Also, residents are reminded they are welcome to attend any council meeting

By-Law Amendments:

1. Approved to increase unpaid strata fee penalty to \$50.00 per annum or 10% per annum, whichever is greater
2. Approved \$25.00 move in – move out fee.
3. Approved to reduce rental units to zero
4. Approved to obtain phone contacts for all residents

Request by some residents to allow some type of barbecues. Issue will be voted on at a future meeting when costs for insurance and liability have been obtained. Also to locate local fire regulations from the Municipality

Members of the existing council stepped down and election of new members conducted

New Members: Chris Kearney, Leila Myton, Trena Zaiser, Linda Wass, Mike Anderson

Meeting adjourned at 9:00 pm

Residents give a Big Thank You to Bob Rae for his many years working on council!  
THANKS BOB!!

Thank you also to our Caretaker for the upkeep of our building.

Next meeting scheduled for Dec 5, 2006 at 7:30 in Unit 404

Unit  
404  
\$101.44  
up to May  
need June-Dec.

STRATA PLAN NWS 3379  
11595 FRASER STREET  
MAPLE RIDGE BC V2X 0XY

DECEMBER 5<sup>TH</sup>, 2006  
@19:30 HRS SUITE 404 BRICKWOOD PLACE

|          |               |     |
|----------|---------------|-----|
| Present: | Chris Kearney | 404 |
|          | Trenna Zaiser | 311 |
|          | Leila Myton   | 407 |
|          | Mike Anderson | 302 |
|          | Linda Wass    | 308 |

Strata Pager Number: 4430996

Ongoing Business:

Bylaw Review - information gathering in process regarding Barbecues

Welcome Package - draft drawn up

Estimate for exterior building wash – estimate obtained which would include cleaning of entire building, patios, decks and windows

Fence maintenance & painting – recommendation to purchase a supply of fence partitions, store and use as needed basis

Onside restoration will be off site shortly

Building security – still gathering information and pricing options for camera system; motion security lights have been purchased & yet to be installed

Block watch programme – would require 1 or 2 volunteers to be block watch captains and attend local meeting 2<sup>nd</sup> Wed of every month at the Community Policing Programme

Website still in process of completion

Handyman position still open

## New Business:

Building Assessment to be done

Cleaning of outside light fixtures

Painting of the 2<sup>nd</sup> floor has been completed

Bracing installed at the elevators doors completed on all floors

Fraser Valley Fire Inspection will replace and service sensor and replace light in the NE stairwell

Strata to check hot water heater temperature

Strata member to check with city of Maple Ridge regarding cleanup of bush area across the street and will also report on feasibility of additional yellow line painted on curb

Snow Removal: will purchase a better quality snow shovel . Also has been recommended that a supply of ice melt, salt and sand be purchased and ready for next snowfall

Maintenance Contract: Strata member has been on contact with company that would be interested in handling our building maintenance on a contract basis They will be invited to the next strata meeting and will make a presentation/proposal

Fire Department states no fine will be tendered as there was a genuine concern that a serious problem had developed

Our insurance company strongly recommends against barbecues of any type

North side storage locker has been repaired

Fence in 108 has been repaired and a fence section on the backside of the build will also be repaired.

Drainage discussed

Audit of storage lockers recommended

Shaw Cable requests key access to building Will be permitted upon confirmation with strata re time/date



Friendly Reminders:

Always ensure the parking gate is closed behind you

Always ensure that the door on the backside of the building is secured behind you

Artificial Xmas trees only – live trees are not permitted

Thank you to those who volunteered and shoveled our sidewalk and driveway during our recent snowfall – Very much appreciated

Next meeting tentatively scheduled for January 9/16<sup>th</sup>, 2207 at 7:00 pm in Unit 404

Meeting adjourned at 9:30 pm

SERVICE YOUR GAS FIREPLACE?

WARM HEARTH, MAPLE RIDGE

BOB JENSON 604-551-0630