**KYLE PROPERTIES LTD.**

SUITE 202, 1537 WEST 8th AVENUE, VANCOUVER, B.C. V6J 1T5

TELEPHONE (604) 732-5263

FACSIMILE (604) 732-8858

MINUTES OF COUNCIL MEETING
STRATA PLAN VR 637 "MARBELLA"

HELD: On Monday, January 5, 2009 at 7.00 p.m. in unit #302,
1299 West 7th Avenue, Vancouver.

PRESENT:	Brian Gessner	Chairperson	#302
	Dorothy Diamond	Vice- Chairperson	#304
	Donald Morrison	Treasurer	#301
	Daniel Kennett		#204

REGRETS: Tim Colborne #305

AGENT: Monika Siniarska, Property Manager, Kyle Properties Ltd.
The meeting was called to order at 7:10 pm.

MINUTES: It was moved, seconded and carried to approve the minutes of the previous council meeting of October 28, 2008

FINANCIAL: The Financial Statements for the month of October 2008 were discussed and approved. Approval of financial statements for the month of November has been deferred until next scheduled meeting.

WORK IN PROGRESS: 1) The Elevator Refurbishment is to be finalized and the Council discussed details to be followed up with the Contractor. 2) Council discussed in detail the budget for the upcoming Fiscal Year and Bylaws. Please watch for AGM meeting notice.

WORK COMPLETED: 1) The third floor unit balcony wall siding has been repaired as requested by Owner. 2) The Property Manager has finalized the Capital Expenditure Budget with the Council and will forwarded it to all Owners for viewing. 3) The Annual Fire Alarm Testing has been performed and a second access request will be sent to Owners that have missed the first visit. 4) The skylights on the third floor were temporarily waterproofed shortly before the snowfall. 5) The Council was informed that a waste line was hydro flushed as a result of a first floor unit overflow in the kitchen sink. The Property Manager has recommended a maintenance program for the waste lines that will be solicited and presented to the Council at a later date. 6) The carpet on the second floor has been spot cleaned as requested by Owners.

7) The Council would like to remind all Owners of a few house rules:

- 1. When using the garbuorator it is crucial to let the water run for a few minutes in order for the garbage to flush down the pipes.**
- 2. Please cut up or crush all cardboard when disposing of it.**

NEW BUSINESS: 1) Property Manager is to arrange for a Strata Council drop box which will facilitate better communication between Owners and the Council. 2) Council read Owners emails and instructed the Property Manager to respond accordingly.

Respectfully Submitted,



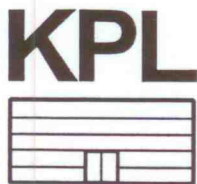
Monika Siniarska

Property Manager

KYLE PROPERTIES LTD.

Managing Agent, VR637

1/05/09

**KYLE PROPERTIES LTD.**

SUITE 202, 1537 WEST 8th AVENUE, VANCOUVER, B.C. V6J 1T5

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FACSIMILE (604) 732-8858

MINUTES OF COUNCIL MEETING
STRATA PLAN VR 637 "MARBELLA"

HELD: On Tuesday, October 28, 2008 at 7.00 p.m. in unit #302,
1299 West 7th Avenue, Vancouver.

PRESENT:	Brian Gessner	Chairperson	#302
	Daniel Kennett		#204
	Tim Colborne		#305

REGRETS:	Dorothy Diamond	Vice- Chairperson	#304
	Donald Morrison	Elected Treasurer	#301

AGENT: Monika Siniarska, Property Manager, Kyle Properties Ltd.
The meeting was called to order at 7:10 pm.

MINUTES: It was moved, seconded and carried to approve the minutes of the previous council meeting of August 19, 2008.

FINANCIAL: The Financial Statements for the months of August and September were reviewed and approved.

WORK IN PROGRESS: 1) The decorating committee is at the finishing stages of finalizing the elevator specification. Work is to begin within the next few weeks.

WORK COMPLETED: 1) The Council has finalized the building repairs project list and included the estimated cost and time line for each repair. (**Please see attached list**)
 2) The interior common property and utility doors painting has been completed and the new unit numbers affixed. Thank you to the second floor Owner for taking the time to source the numbers and affixing them each the doors. The Strata has reimbursed the Owner for the number purchase. 3) The additional bike rack has been installed in the gym as requested by the Council. 4) The Property Manager has solicited a second quote for deck repair for comparison and the Council has agreed that an additional quote is desired to make better decision. 5) A roof inspection quote has been submitted to the Council and approved. 6) The air filter has been changed and the mechanical equipment serviced. 7) The front hedge has been trimmed as requested after SGM meeting. 8) The remedial work has been completed in the third floor unit.

NEW BUSINESS: 1) The storage entrance light needs to be repaired.

2) Attention All Owners: Please leave your empty recycling bottles on the ground in back alley for the binners to pick up. Do not place them on the ledge or hang them in a bag as the bottles fall and break.

3) The Council would like to thank an Owner that has been taking care of plants in the lobby by watering them on regular basis. We kindly ask that only half of the water currently used to water the plants be use in the future as the water tends to spill and damage the tile floor beneath it.

4) The Property Manager was directed by the Council to respond to Owner letter accordingly.

There being no further business, the meeting was adjourned at 8:15 p.m.

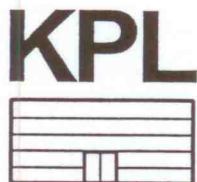
Respectfully Submitted,

Monika Siniarska
Property Manager



KYLE PROPERTIES LTD.

Managing Agent, VR637
10/28/08

**KYLE PROPERTIES LTD.**

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MINUTES OF COUNCIL MEETING
STRATA PLAN VR 637 "MARBELLA"

HELD: On Tuesday, August 19, 2008 at 7.00 p.m. in unit #304,
1299 West 7th Avenue, Vancouver.

PRESENT:	Dorothy Diamond	Elected Vice- Chairperson	#304
	Daniel Kennett		#204
	Tim Colborne		#305
	Donald Morrison	Elected Treasurer	#301

REGRETS:	Brian Gessner	Elected Chairperson	#302
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AGENT: Monika Siniarska, Property Manager, Kyle Properties Ltd.

The meeting was called to order at 7:05 pm.

MINUTES: It was moved, seconded and carried to approve the minutes of the previous council meeting of July 8, 2008.

FINANCIAL: The Financial Statements for the months of June and July were reviewed and approved.

WORK IN PROGRESS: 1) A third floor skylight needs to be secured. 2) An additional interior painting quote has been solicited and approved. The work will start Friday September 5, 2008. All Owners are asked to arrange access to their unit and refer to upcoming painting schedule. Once the painting work is completed all units will receive new brass door numbers.

3) An additional bike rack is to be installed in the gym in order to accommodate the overflow of bikes. 4) The Council has discussed the upcoming SGM meeting agenda and finalized the scheduled payments for necessary repair of the roof. The Owners will receive the notice in the mail for the meeting to take place on September 11, 2008 at 7:00 pm. 5) Provided that the resolution is approved the Council has agreed to start the repair of the roof immediately after the scheduled SGM and the deck repair will follow shortly after. 6) The Council is satisfied with the garden maintenance and discussed establishing a Garden Committee for the next year to plant extra flowers that are not in the gardeners' scope of work.

WORK COMPLETED: 1) The broken gym equipment has been removed for safety of all Residents. 2) The Property Manager has solicited a quote for repair of the decks however one deck was missed and a revised quote will be solicited. The Council has requested that the quote includes repair to a hole in a roof deck that is exposed due to removal of a stove exhaust pipe. Additionally, deck floor needs to be replaced. 3) The Property Manager has hired new janitor to improve the cleanliness of the building. 4) The common area light fixtures have been repaired in the P1 level lobby, in front of the mailbox, bike storage and the back of the building. 5) The enterphone display board had been updated as requested by the Council. Note that the enterphone display list is scheduled to be changed on the last Friday of every month. Please forward your request to Kyle Properties office.

NEW BUSINESS: The Strata Council discussed various items including:

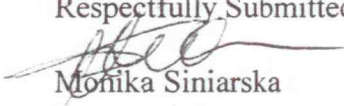
A) Attention: As of March 2008 Vancouver City has passed a new Smoking Bylaw No: 9535 banning smoking in common areas. Smoking is prohibited within (6) six meters of doorways, windows and air intakes.

B) The Property Manager is to provide samples materials to be used in upgrading the elevator. C) The garbage lock is to be soldered on permanently in order to ensure that the garbage lid gets locked at all times.

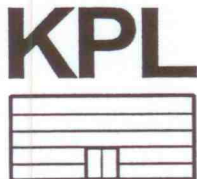
SECURITY: PLEASE ENSURE THAT ALL DOORS ARE SECURED BEHIND YOU. WE ASK THAT YOU TAKE THE TIME AND WAIT WHILE ENTERING/EXITING THE PARKADE TO ENSURE THAT THE GATE IS CLOSED.

NEXT MEETING: Scheduled for Tuesday, October 28, 2008 at 7:00 p.m. in unit # 302
There being no further business, the meeting was adjourned at 8:03 p.m.

Respectfully Submitted,


Monika Siniarska
Property Manager

KYLE PROPERTIES LTD.
Managing Agent, VR637
19/08/08

**KYLE PROPERTIES LTD.**

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MINUTES OF COUNCIL MEETING
STRATA PLAN VR 637 "MARBELLA"

HELD: On Tuesday, July 8, 2008 at 7.00 p.m. in unit #305,
1299 West 7th Avenue, Vancouver.

PRESENT:	Brian Gessner	Elected Chairperson	#302
	Dorothy Diamond	Elected Vice- Chairperson	#304
	Daniel Kennett		#204
	Tim Colborne		# 305

REGRETS:	Donald Morrison	Elected Treasurer	#301
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AGENT: Monika Siniarska, Property Manager, Kyle Properties Ltd.
The meeting was called to order at 7:06 pm.

MINUTES: It was moved and seconded to approve the minutes of the previous council meeting of May 2008.

FINANCIAL: The Financial Statements for the months of May and June were reviewed and approved.

WORK IN PROGRESS: 1) The broken gym equipment has been investigated and is unfit for usage. The Strata Council has made a decision to have the machine removed as it is posing safety concerns. **All Owners are asked not to use the equipment.** 2) A third floor skylight is being replaced. 3) Interior painting quotes are to be finalized and not to exceed \$ 2,500.

WORK COMPLETED: 1) The Property Manager has solicited quotes for necessary roof repair. 2) All skylights were investigated and only one skylight found faulty. 3) The Property Manager has completed a preliminary list of work needed in the building for inclusion in future budgets. 4) A bike Rack has been installed in the gym to facilitated more bike storage. 5) One quote for an elevator upgrade has been completed and additional quotes are to be arranged by the Property Manager. 6) The Property Manager has contacted owner of first floor unit and discussed dividing fence repairs. The owner will perform the minor repairs at their cost. 7) A new garbage bin has been delivered by 'Waste Management' the new trash removal company.

NEW BUSINESS: The Strata Council discussed various items including: A) The Property Manager is to arrange a lock for the new Garbage Bin and new keys will be delivered to residents. B) The Strata Council has expressed their concerns with the performance of the Janitorial Staff and has instructed the Property Manager to address the issues with the contractor. C) The Property Manager is to prepare a new Enterphone list. D) Lights in the parkade, bike storage, P1 elevator lobby and on top of the mailboxes are to be replaced.

E) NOTE: A SPECIAL GENERAL MEETING WILL BE SCHEDULED IN THE MONTH OF SEPTEMBER.

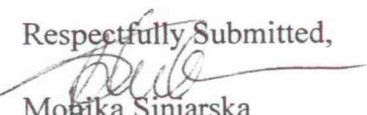
ACCOUNTS RECIVABLE: All Owners are reminded to ensure that they pay the Strata Fees on the first of each month, according to the Strata Plan VR 637 Bylaws in order to avoid fines.

The fine for outstanding strata fees:

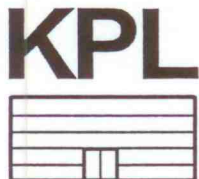
\$25 if not paid on the 1st day of each month, \$50 if outstanding strata fees are not paid within one month after receipt of the first letter, and a \$100 for each ensuing month that the strata fees remain unpaid.

NEXT MEETING: Scheduled for Tuesday, August 19, 2008 at 7:00 p.m. in unit # 302
There being no further business, the meeting was adjourned at 8:19 p.m.

Respectfully Submitted,


Monika Siniarska
Property Manager

KYLE PROPERTIES LTD.
Managing Agent, VR637
8/06/08

**KYLE PROPERTIES LTD.**

SUITE 202, 1537 WEST 8th AVENUE, VANCOUVER, B.C. V6J 1T5

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MINUTES OF COUNCIL MEETING
STRATA PLAN VR 637 "MARBELLA"

HELD: On Monday, May 20, 2008 at 7.00 p.m. in unit #304,
1299 West 7th Avenue, Vancouver.

PRESENT:	Brian Gessner	Elected Chairperson	#302
	Dorothy Diamond	Elected Vice- Chairperson	#304
	Donald Morrison	Elected Treasurer	#301
	Daniel Kennett		#204
	Tim Colborne		# 305

GUESTS:	Hilda Foskett	#201
	Clendenning, Richard	#201

AGENT: Chris Kyle, R.I.(BC), President, Monika Siniarska, Property Manager, Kyle Properties Ltd.

The meeting was called to order at 7:01 pm.

MINUTES: The Minutes of the previous Council Meeting of March 04, 2008 were approved with a small adjustment to point five (5) addressing bicycles being tagged in month of December. The correct month date in the meeting minutes should have been March 2008.

FINANCIAL: The Financial Statements for the months of March and April were reviewed and approved.

WORK IN PROGRESS: 1) The Strata Council and the Management toured through the roof decks to determine the priorities for future work. The items identified needing work in the foreseeable future are: Complete replacement of the roof, installment of three (3) new skylights, replacement of three (3) roof decks and envelope repair on the South East side of the building.

2) The new Property Manager, Monika Siniarska, was introduced to the Strata Council and will assume all Property Manager duties for the property effective immediately. 3) Hilda Foskett representing the Decoration Committee, proposed painting of the interior common walls, doors and frames. A quote from Remdal Painting has been presented with the estimated \$ 12, 000.00 cost for the proposed areas. The Strata Council has agreed to paint the doors, frames and base trim once additional quotes are submitted to the Property Management Company. The estimated budget to be spent on the project is \$2,000. 4) The Elevator beautification has been deferred to the next meeting.

5) Bicycles that have not been claimed in the storage room will be donated to charity. Considering the small size of the bicycle room the Strata Council has advised the Property

Manager to have additional bicycle racks mounted in the Gym area. 6) The Property Manager is to arrange for a contractor to investigate all Plexiglas railings inserts to ensure they are held in place properly.

WORK COMPLETED: 1) The annual testing and maintenance of Fire Safety system was completed as required. 2) The annual insurance policy for the Strata Corporation was renewed through BFL (Canada) Ltd. 3) All common area carpets were cleaned as scheduled. 4) The front door lock was repaired. 5) The parkade was pressure washed to remove seasonal salt and dirt deposits. 6) The Parkade Gate loose wiring has been repaired. 7) The management facilitated the requested independent Annual Audit and submitted it to the Real Estate Council of British Columbia.

8) The Management terminated a contract with the previous garbage removal company and hired Waste Management as of June 26, 2008. The Strata will receive a new garbage bin with a lock to secure the garbage.

NEW BUSINESS: The Strata Council discussed various items including: A) The Property Manager is asked to compile a list of work that needs to be done in the building in the next few years with estimated project expenses. Based on the projected cost of the work required in the building the Strata Council will set out an action plan and financial strategy to facilitate the work. B) The Gym Equipment Bench is to be repaired.

NEXT MEETING: Scheduled for Tuesday, July 8, 2008 at 7:00 p.m. in unit # 305

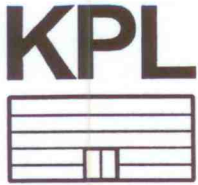
There being no further business, the meeting was adjourned at 8:49 p.m.

Respectfully Submitted,

Monika Siniarska
Property Manager



KYLE PROPERTIES LTD.
Managing Agent, VR637
20/05/08



KYLE PROPERTIES LTD.

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MINUTES OF COUNCIL MEETING STRATA PLAN VR637 "MARBELLA"

HELD: On Tuesday, March 4, 2008 at 7:00 p.m. in unit #302,
1299 West 7th Avenue, Vancouver.

PRESENT: Brian Gessner Elected Chairperson #302
Dorothy Diamond Elected Vice-Chairperson #304
Donald Morrison Elected Treasurer #301
Daniel Kenneth #204

REGRETS: Tim Colborne, #305.

GUESTS: Hilda Foskett, #201. Lisa Gessner, #302. Jody Kenneth, #204.

AGENT: Chris Kyle, R.I.(BC) Kyle Properties Ltd.
The meeting was called to order at 7:10 p.m.

MINUTES: The minutes of the previous Council meeting of November 1, 2007 were reviewed and approved.

FINANCIAL: The Financial Statements for the months up to and including February 2008 were reviewed and approved.

WORK IN PROGRESS:

1) The repairs required following the annual testing and maintenance the fire safety system are to be completed as scheduled. 2) The parkade floors are to be pressure washed to remove seasonal salt and dirt deposits. Following this work the common area carpets are to be cleaned. 3) The Property Manager is to hire an independent Chartered Accountant to audit the 2007 financial statements of the corporation and submit an "Auditors Report" to the Real Estate Council of British Columbia as required. 4) The Property Manager presented quotations and a binder containing product samples for the proposed upgrade of the elevator interior finishes for consideration of Council and the common area decorating committee.

5) **2ND NOTICE: BICYCLE STORAGE:** The Council request all Residents to please tag their bicycles in the bicycle storage room during the month of December (i.e. use a piece of masking tape with your unit number on it) so that abandoned bicycles can be donated to charity to clear up space as required. Currently the Council will allow bicycles in the workout room against the wall.

6) The Property Manager is to arrange a contractor to investigate all Plexiglas railing inserts to ensure they are held in place properly.

WORK COMPLETED:

1) The Annual General Meeting was held, a new group of volunteer Owners were elected as the Strata Council, the proposed Budget was approved and a Special Levy to fund elevator interior upgrades and roof deck upgrades was approved by $\frac{3}{4}$ vote. 2) The annual appraisal for insurance purposes was completed as required. 3) The annual testing and maintenance of the fire safety system was completed as scheduled. 4) The annual permit for the operation of the elevator was renewed. 5) The annual costs of elevator maintenance were paid in advance as this saves one months fee per year. 6) The roof top fresh air supply fan, with electric duct heater, was serviced as required. (This work is done quarterly under the maintenance agreement with Honeywell Ltd.)

NEW BUSINESS: The Strata Council discussed various items including:

A) Council requested the Property Manager have the lock at the front entrance door serviced as it has been tampered with.

B) Council discussed the waste removal agreement at length and requested the Property manager determine the date when a new agreement can be negotiated, possible with a new type of bin.

C) Council requested a copy of the current Owners list for their use.

D) Council requested the front pots be planted with spring flowers.

E) Council requested a tour of the roof of the property at the next meeting to determine priorities for deck replacement.

F) Council requested the Property Manager follow up with the roofing contractor regarding two skylight issues and the repair contractor to patch an access hole cut in a ceiling and repair a lobby ceiling stain.

G) Council discussed a letter from an Owner requesting certain light bulbs in the lobby corridor be changed. Unfortunately, the whole fixtures require replacement so the work can not be done as usual by the Janitorial staff and an Electrician is required.

NEXT MEETING: Tentatively scheduled for May 20, 2008 at 7:00 in unit #304.

There being no further business, the meeting was adjourned at 8:35 p.m.

Respectfully Submitted,

Chris Kyle, R.I.(BC), Property Manager


KYLE PROPERTIES LTD.
Managing Agent, VR637
15/03/08



KYLE PROPERTIES LTD.

SUITE 108, 1537 WEST 8th AVENUE, VANCOUVER, B.C. V6J 1T5
TELEPHONE (604) 732-5263 FACSIMILE (604) 732-8858



MINUTES OF COUNCIL MEETING STRATA PLAN VR637 "MARBELLA"

HELD: On Tuesday, November 1, 2007 at 7:00 p.m. in unit #302,
1299 West 7th Avenue, Vancouver.

PRESENT:	Brian Gessner	Chairperson	#302
	Marian Dewitt		#306
	Rick Clendenning		#201
REGRETS:	Barbara Fife	Treasurer	#103
	Tim Colborne	Vice-Chairperson	#305

AGENT: Chris Kyle, R.I.(BC) Kyle Properties Ltd.
The meeting was called to order at 7:10 p.m.

MINUTES: The minutes of the previous Council meeting of July 23, 2007 were reviewed and approved. Council advise Owners they met on October 1, 2007 for a lengthy discussion of long term maintenance planning.

FINANCIAL: The Financial Statements for the months of July through September 2007 were reviewed and approved. The Strata Council voted unanimously to transfer a small credit balance to the miscellaneous income category on the next statement.

WORK IN PROGRESS:

1) The Property Manager is to arrange painting of the new wood siding installed on the top floor of the West side of the building exterior. 2) The Property Manager is to prepare the notice of the Annual General Meeting and mail it out to all Owners in advance. Please mark your calendar for the evening of January 31, 2008 so that you can attend. 3) The Council noted several common area lighting fixtures required repair and the two spot lights over the mailbox area require replacement. This work is to be completed immediately. (It was noted this work may be too challenging for the cleaning staff) 4) The Property Manager is to solicit quotations for the upgrade of the elevator interior finishes for consideration at a later date.

5) **BICYCLE STORAGE:** The Council request all Residents to please tag their bicycles in the bicycle storage room during the month of December (i.e. use a piece of masking tape with your unit number on it) so that abandoned bicycles can be donated to charity to clear up space as required. Currently the Council will allow bicycles in the workout room against the wall.

6) The Property Manager is to arrange snow removal services in the winter months as required. 7) The annual testing and maintenance of the fire safety system is to be completed by Mountain Fire Ltd.. 8) The East stairwell ceiling is to be repaired as a minor roof leak has been traced and repaired.

WORK COMPLETED:

1) The Property Manager prepared and presented a draft Budget for the coming fiscal year which was reviewed at length and approved by the Council for consideration of all Owners at the coming AGM. 2) The damaged wood siding on the exterior top floor West wall was replaced by Inline Projects Ltd.. 3) The failed sump pump for the sewer line was replaced by Westrim Plumbing Ltd.. 4) The cleaning of all dryer duct terminations was completed by Michael Smith Duct Cleaning Ltd.. 5) The roof drains and rain gutters were cleaned as scheduled. 6) The common area carpets were cleaned and a new walk off matt installed in the elevator. 7) A new lock was secured for the garbage bin however it is still to be welded directly to the chain. 8) The 3rd floor hallway ceiling was repaired after a minor skylight leak.

NEW BUSINESS: The Strata Council discussed various items including:

A) Council requested the Property Manager include a Special Resolution in the total amount of \$40,000.00 on the Agenda for voting at the coming AGM to facilitate replacement of several roof decks as well as inform Owners of the intent to modernize the main lobby and common areas over the coming years. Council note these upgrades will be a multi year project requiring further funds however all agree that this will improve values for all Owners well in excess of the dollars expended.

B) WOODPECKER PROBLEMS: The Property Manager advises all Owners (on the advice of a professional Pest Control Contractor) that if Woodpeckers are a problem Owners should place strips of shiny material (ribbons) hanging from their balconies as this will confuse the birds and scare them away. Please only do this for very short periods of time so as not to distract from the look of the building.

C) Council noted a roof drain on the North West corner of the building should be extended to the ground level.

NEXT MEETING: ANNUAL GENERAL MEETING: Tentatively scheduled for January 31, 2008 at 7:00 in the main lobby.

There being no further business, the meeting was adjourned at 8:35 p.m.

Respectfully Submitted,

Chris Kyle, R.I.(BC), Property Manager



KYLE PROPERTIES LTD.
Managing Agent, VR637
09/11/07