

**MINUTES OF COUNCIL MEETING
STRATA CORPORATION NW 58
"SIMON FRASER VILLAGE"**

Held: Tuesday April 6th, 2010 at 6:30 PM in the Village Daycare, 3290 Ganymede Drive, Burnaby, BC

Present:	Dianne Hui	President	604.420.6517
	Ceciline Goh	Vice President	604.813.9938
	Francyne Marumo	Treasurer	604.420.0260
	Bill Smith	Secretary	604.421.5642
	Sangeeta Allardice	Hall Rental	604.444.9259

Agent: Sandra Idema Bayside Property Services Ltd.

CALL TO ORDER

Dianne Hui called the Meeting to order at 6:30 PM.

MINUTES OF PREVIOUS MEETING

Council unanimously approved the Minutes of the Council Meeting held March 2nd, 2010 with an amendment under Unit Issues, item #5, which should have stated that the roofs were 3241 and 3243 GD not 3341 and 3343 GD.

GUEST BUSINESS

3341/3343 Ganymede Drive: The two Owners requested that Council reconsider the decision to not allow the pavers that they had previously requested. Council reviewed the matter, indicating the concern with consistency in the look of the complex and that, while other units have made alterations to the front of their units, it was no longer permitted so that the complex would not have 189 different front yards. Council also expressed that these Owners, and future Owners of the units, would be responsible to repair and maintain the alterations. The Owners brought forward a revised plan that would only bring the pavers to the roof line and install a retaining wall, which was previously approved. After discussion, Council voted, with four in favour and one opposed, to permit the revised alteration.

3377 Ganymede Drive: The Owner updated Council regarding their visit to the City advising that electrical plans were not available. Further discussion took place regarding the status; it was decided that Council will be bringing in an electrician to look at the installation of new grounding in the electrical rooms.

3237 Ganymede Drive: The Owner brought forward continued concerns over the gardeners. Council discussed this further with the Owner and it was expressed that they also have concerns over the gardeners, but legally it now appears that the contract cannot be terminated without possible serious financial repercussions.

8922 Ganymede Place: The Owner expressed concern over the removal of any trees this year and hoped that it would be done with a methodical approach, and that trees will not be removed without cause. The Owner was reassured that there would be a full walk around with the arborist and the City to evaluate the trees that were brought to council's attention, wherein recommendations would be made on those and other trees. The Owner has volunteered to be involved in the walk around and will be contacted with the details.

FINANCIAL REPORTS

1. **Monthly Reports:** It was moved, seconded (Marumo/Hui) and carried, to approve the Financial Report for February 2010.
2. **Accounts Receivable:** There continues to be Owners in arrears. **Owners are reminded that accounts must be kept up to date. Failure to do so may result in a lien being registered against the title to your Strata Lot.**

STRATA FEES ARE DUE ON THE 1ST DAY OF EACH MONTH.

BUSINESS ARISING FROM THE MINUTES

1. **Roof/Unit Inspections:** The exterior plan will be ready for review at the next Council Meeting.
2. **Landscaping:** As noted under Guest Business, there continues to be issues arising with the gardeners. A legal opinion regarding the contract was received and Council was advised that the Strata Corporation had entered into a 12-month contract and that early termination could result in the contractor requesting to be paid in full for the duration of the contract. At this time, the performance continues to be monitored as Council has concerns over the work. Further discussion took place and it was agreed, with four in favour and one opposed, to allow the contractors to finish their contract. One Council member questioned why the complaints that were received were not noted; the Property Manager advised that all correspondence is noted.
3. **Tree Removals/Trimming:** The following units have made requests to have the trees either trimmed or removed: 8918 and 8933 OP, 8922 and 8934 GP, 3267, 3314, 3323, 3365 GD. Only trimming is requested at 8922 and 8936 OP, and 3331 and 3335 GD.
4. **Gutters:** There are some blockages and repairs required. The Property Manager was provided with a contact number for a potential contractor who can work on the gutters at the complex.
5. **Storm Drain Cleaning:** A second quote was received from TRI-M, which was substantially lower than the quote from Ashton. In order to ensure that nothing is missed and they are both quoting on the same work, the Property Manager will arrange to meet with TRI-M and a Council member to review the quote.

6. **Lighting Issues:** Work is proceeding, as required. Council approved the extra expense of installing the north lamps onto a concrete pad at the quoted cost of \$390.00.
7. **Electrical Issues:** As noted under Guest Business.
8. **Parking & Towing:** Mundie's will be provided with an updated contact list for those permitted to authorize a tow. Certain Owners continue to double park, which will be addressed.
9. **Vehicles Dripping Fluid:** Please ensure that if your vehicle is leaking fluids, you clean it up and have the vehicle properly repaired.

Reminder to residents: Visitor parking is not for resident use. Do not park in these stalls or you risk having your vehicle towed. Furthermore, please do not park in other Owners' stalls if they are vacant. Owners/residents are only permitted to park in their assigned parking stall(s).

10. **Stairs to Eastlake:** A second quote was received from Westar, which was more expensive than the one submitted by the current landscaper. After discussion, Council has directed the Property Manager to advise Dunn's to proceed with filling the stairs with limestone.
11. **Soil:** There will be no additional soil purchased this year, as it has not been properly utilized over the past few years.
12. **Daycare/Preschool Issues:**
 - **Lease:** The final leases with the new rates will be prepared for the Daycare and Preschool.

NEW BUSINESS

1. **Roofing Issues:** Milano will be asked to attend to take a look at some roofs that have some shingles that appear to have slipped.
2. **Railings – End of Pathway:** Westar has been requested to re-install and put a lock on the railings, as they were taken out and thrown down the creek bed.
3. **Newspaper Delivery:** If you do not wish to have the local paper delivered to your unit or will be away, please notify the newspaper company directly. Residents are also requested to pick them up in a timely manner in order that they do not blow all over the complex.

UNIT ISSUES

1. 3202 – 3212 Ganymede Drive: A list has been sent to Ashton for follow up on the units at this block and 3338 to 3348 GD, which had some problems with the interior piping work.
2. 3251 Ganymede Drive: This is pending follow up from the contractor; the Property Manager will speak with them.
3. Steps: A set of steps that was installed by an Owner was discussed and, although some modifications have been made, there is still a concern over the structure and stability. Council directed the Property Manager to advise the Owner to build proper steps, as the rocks they used are too dangerous.
4. Basement Smell: An Owner reported a smell in their basement. Westar investigated and found no moisture in the unit. Two holes that are in a wall will be covered by the Owner; the invoice for this service call will be charged back to the Owner.
5. 3332 Ganymede Drive Water Leak: A repair was required due to a water leak; Ashton has attended to this matter.
6. 3246 Ganymede Drive Water Leak: Ashton was called to perform a repair due to the water main breaking between the unit and the exterior. Repairs are currently underway at this block, and are being finalized.

Bylaw Infractions:

The Owner that continued to double park had stopped, but it has been noted that they have started again; further bylaw complaint letters will be sent.

CORRESPONDENCE

Council reviewed correspondence from the following units and the Property Manager was directed to respond as required:

- 3259 GD regarding some concerns; the Property Manager was directed to respond.
- 3250 GD requesting permission to install a kitchen vent, which was approved.
- 8905 OP regarding gutter issues and siding, which will be addressed.
- 3312 GD regarding their downspout and gutter, which is being forwarded to the contractor.
- 3265 GD regarding concerns over their lawn and the gardeners.
- 3260 GD requesting approval to change their windows, which was approved.
- 3316 GD requesting approval to install a bathroom in the basement; this has been approved and the requested paperwork was submitted.

There being no further business to discuss, the meeting was terminated at 8:40 PM on a motion by the Council President.

EMERGENCIES

For after hours, holiday, or weekend emergencies, **DO NOT** call the Property Manager's direct line or send an e-mail. You need to call **604.432.7774** if you are calling regarding anything that cannot wait until the next business day.

Unwanted Appliance and Furniture Pick Up

You may contact the City of Burnaby @ **604.294.7210** to arrange for pick ups.

For appliances – call for same day pick up and for furniture call 24 hrs prior to pick-up.

The next Council Meeting has been scheduled for Tuesday May 4th, 2010 at 6:30 PM at the Village Daycare.

{Please note that any guests planning to attend the May 4th Council Meeting are requested to not attend until 7:30 PM as Council will be discussing a confidential matter at the start of the meeting.}



Sandra Idema
Property Manager

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****Recent revisions to the Real Estate Regulations require a vendor to provide purchasers with copies of minutes. Please retain these minutes provided to you, at no cost, as replacement minutes will be subject to payment of a fee.**