

STRATA PLAN NW 58 - COUNCIL MEETING MINUTES
"SIMON FRASER VILLAGE"
GANYMEDE DRIVE, GANYMEDE PLACE, ORION PLACE, BURNABY, B.C.

Held: Monday February 18, 2008 at 6:45 p.m.
In the Village Daycare, 3290 Ganymede Drive, Burnaby, B.C.

PRESENT:	Dianne Hui	President	420-6517
	Katherine Roffel	Secretary	420-4541
	Sandra Preston	Vice President	421-8499
	Francyne Marumo	Treasurer	420-0260
	Kay Jasinski		421-2201
REGRETS:	Donna Mortensen	Daycare Hall Rental/Playground	299-8041
MANAGING AGENT:	Mike Burton, Strata Agent, Ascent Real Estate Management Corporation		

CALL TO ORDER

The meeting was called to order at 6:45 p.m. by council president, Dianne Hui.

APPROVAL OF MINUTES

There being no errors or omissions noted it was **MOVED** and **SECONDED** to approve the minutes of the council meeting dated January 28, 2008 as distributed. **MOTION CARRIED.**

GUEST BUSINESS

- 1. 3237 Ganymede Drive:** Sue Smith queried whether council had obtained quotes for repairs to the garbage areas. Council has received a quote for the repairs and the matter is under consideration. Vallarta Services is also not taking proper care when cleaning the roofs and gutters. This issue will be addressed under New Business when a quote for the cleaning of all the gutters in the complex will be discussed. Concern was expressed regarding the termination of the landscaping contractor. Council reported that various issues had been discussed with the landscaping contractor previously and that no improvement had been noticed. Council have decided to try a new landscaping company.
2. Council is reviewing the possibility of increasing the size of the speed bumps in an effort to reduce speeding in the complex.

FINANCIAL REPORT

- 1. Financial Statements:** The treasurer has submitted a list of queries to Ascent for clarification. The approval of the financial statements was deferred until the questions have been answered.
- 2. Accounts Receivable:** The accounts receivables were discussed and the strata agent will follow up on all outstanding accounts. Several owners were sent Notices of Default.

BUSINESS ARISING:

- 1. Roof Report 3375 Ganymede Drive:** Q.A.I. has undertaken to carry out the roof inspection and report during the next week. They will contact the owner to arrange for access.

2. **Water Main 8918 – 8928 Ganymede Place:** Quotes have been received from Ashton Plumbing and Arbutus. The strata agent will contact North Star Mechanical to obtain a further quote. Once the quote from North Star has been received council will decide via e-mail who should be awarded the contract.
3. **Ashton Plumbing Call Out:** Ashton Plumbing was called out to attend to a leak in the basement of 8923 Orion Place. The repair has been completed and the necessary patching has been carried out.
4. **Arbutus Call Out:** Arbutus was called out to attend to a broken water line at 3238 – 3244 Ganymede Drive. The repair has been completed and the necessary patching has been carried out.
5. **Mould in Unit:** A letter was sent to the owner of the unit concerned to have the external siding and windows of the unit cleaned.
6. **Dumpster Repairs:** Sandra Preston submitted a list of the dumpsters to the strata agent who will arrange for the City to carry out the necessary repairs.
7. **New Landscape Contract:** The strata agent will arrange for the new landscaping contractor to contact Sandra Preston to set up the gardening program for the complex.
8. **Line Painting:** Scottish Line Painting will return when the weather has settled down to repair the lines that are peeling and complete the contract for the line painting.

CORRESPONDENCE

1. **3252 Ganymede Drive:** The strata agent will instruct Vallarta Services to repair the bathroom ceiling.
2. **Noise Complaint:** A letter was received from an owner concerning a neighbour complaining about noise emanating from her suite. The strata agent was directed to write to both owners in this regard.
3. **3369 Ganymede Drive:** The roof of this unit was done approximately three years ago and the plywood was replaced on an as needed basis at that time. The strata agent will instruct Milano construction to proceed with the repair.
4. **8905 Orion Place:** Milano Construction has reported that the repair has been completed.
5. **3312 Ganymede Drive:** Angel Restoration has carried out a mould inspection and will submit a report to the strata agent. Milano Construction will be instructed to carry out the remediation.
6. **8902 Orion:** Council will check on the status of the fence and awning over the week-end and notify the strata agent.
7. **8928 Ganymede Place:** A final decision regarding the replacing of the water mains will only be made once North Star Mechanical has been requested to submit a further quote.
8. **3266 Ganymede Drive:** Council will have the tree inspected by an arborist and if it is diseased it will be removed.
9. **3329 Ganymede Drive:** The owner will be required to submit details of the proposed renovations as well as copies of all related permits. The strata agent will check on the water problem in front of the unit.

NEW BUSINESS

1. **Gutter Cleaning:** A quotation was received from Over the Top Cleaners for the gutter cleaning to the entire complex. The strata agent will instruct Jim Russell of Over the Top Cleaners to contact Sandra Preston to arrange a date for the gutter cleaning.
2. **Snow Clearing:** The strata agent will arrange for council to show the snow clearing contractor where to pile the snow in the future.
3. **Davey Tree:** Davey Tree will be contacted to carry out their annual inspection of the trees on the property. Any owners who have tree concerns should notify the strata agent before March 21st to have their concerns included on the inspection list.
4. **8918 – 8920 Ganymede Place:** The cement infill is breaking up. The strata agent will contact Transolini contracting to have the problem rectified.
5. **Christmas Lights:** Some units are still displaying Christmas lights. Owners are requested to have these taken down as soon as possible.
6. **Daycare Doors & Locks:** The strata agent will follow up with Vallarta services to have the doors and locks at the Daycare centre repaired.
7. **Junk Removal:** The junk removal will take place on the 4th of each month. All residents are requested to place any items for removal alongside the dumpsters on the 2nd or 3rd of each month and not to leave them out for an extended period.
8. **Entrance Signs:** Vallarta Services will be instructed to clean the entrance signs to the complex.
9. **Pre-school and Daycare Rents:** Council is reviewing the rents for the pre-school and the Daycare centre. Letters will be sent to the appropriate persons.

ADJOURNMENT

There being no further business the meeting was adjourned at 8.20 p.m.

The dates for the upcoming meetings are as follows:

March 31st 2008.

April 21st 2008.

May 26th 2008.

June 30th 2008.

July 21st 2008.

August 25th 2008.

September 22nd 2008.

October 27th 2008.

November 24th 2008.

AGM to be held in Feb. 2009.

NEXT MEETING

The next meeting will be held on March 31, 2008.

Ascent Real Estate Management Corporation
Managing Agents
On Behalf of Owners' Strata Plan NW 58

Mike Burton
Strata Agent

MB/jb

After Hours Emergency Line: (604) 293-2459
Email: mburton@ascentpm.com

When you sell your property, you may be requested to produce at least two years of strata council meeting minutes. Therefore, it is recommended to properly file and retain the entire year's strata records. Service charges apply to obtain additional copies of the strata meeting minutes from the managing agency.

*Ascent Real Estate Management Corporation 2176 Willingdon Avenue, Burnaby, BC V5C 5Z9
Phone: 431-1800 Fax 431-1818 E-Mail: ascent@ascentpm.com Web-Site: www.ascentpm.com*