

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

Held: Tuesday February 2nd, 2010 at 6:30 PM in the Village Daycare, 3290 Ganymede Drive, Burnaby, BC

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

Regrets: Ceciline Goh Vice President 604.813.9938

Agent: Sandra Idema Bayside Property Services Ltd.

Guest: John Taylor J. Taylor & Associates

CALL TO ORDER

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

GUEST BUSINESS

John Taylor attended the meeting to review with Council the current findings of the investigation into moisture in some units. He advised that there are still some units that require inspection but, to date, the inspection has revealed a combination of concerns involving lack of ventilation and possibly some repair and maintenance items on the exterior cladding of the complex. At the time the complex was built the construction was adequate; the interior temperature and humidity is related to the number of people living in a unit, cooking, and a combination of other factors, such as not all units having kitchen exhaust fans, varying insulation, etc. Sixteen units have been inspected so far and approximately six more will be inspected before a final analysis is completed. Council has directed the contractor to prepare a list of items an Owner can do, as well as exterior maintenance plans and budget costs for consideration. Mr. Taylor was thanked for his time and he then left the meeting.

MINUTES OF PREVIOUS MEETING

Council unanimously approved the Minutes of the Council Meeting held January 5th, 2010.

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).

GUEST BUSINESS

8928 Ganymede Place: The Owner presented to Council a letter expressing concern over the constant change in gardeners and that the contractors should be given the opportunity to work at the property without constantly being watched. She expressed that other Owners also felt this way and that this is a waste of valuable time for Council. The Owner also asked if the 2-3 year plan for the trees would be followed, which she was advised that it would be.

3237 Ganymede Drive: The Owner brought forward gardening concerns, which will be addressed under landscaping. The Owner expressed great concern over the contract and advised that she would explore all options to her as an Owner for this contract. The Owner also discussed that the mailbox by the bus stop had been recently vandalized and that residents should be careful about what they are mailing in that box.

3377 Ganymede Drive: The Owner advised that they have confirmed that the ground rods are at the complex, but the exact location is unknown; the Owner will continue to work to get the construction drawings.

8950 Ganymede Place: The Owner expressed concern over increased rodent activity at the complex. **We remind Owners that they should not feed wildlife. The pest control company will be contacted to set up exterior baiters at the garbage bins; Owners with pets should be aware that these baiters will be in place.** The Owner also reviewed with Council their concerns over the steps located at a neighbouring unit.

FINANCIAL REPORTS

1. **Monthly Reports:** It was moved, seconded (Marumo/Smith) and carried, to approve the Financial Report for December 2009.
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.**

MAINTENANCE FEES ARE DUE ON THE 1ST DAY OF EACH MONTH.
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BUSINESS ARISING FROM THE MINUTES

1. **Roof/Unit Inspections:** As noted under Guest Business.
2. **Landscaping:** Extensive discussion took place regarding the gardeners. A walk around was conducted this afternoon with the landscaper, Dianne Hui, Bill Smith and the Property Manager to review various areas. One major issue is that some of the items that have not been addressed have not been properly communicated to the contractor. Although letters had been written, they did not get passed on appropriately and therefore Council felt that the landscapers should be given time to resolve the issues. One month is requested to let them complete the jobs required and address the areas

of concern, including prioritizing the clean up; Dianne Hui will liaise with the gardener directly. There are some concerns that are reasonable, but due to the lack of communication between Council and the gardener this month is requested. It should also be noted that there have been some Owners who have advised they are very pleased with the contractor and the work being performed. **Owners are requested not to approach the landscapers; all concerns and requests must be in writing to the Property Manager.**

Tree Removals: All Owners who wish to have a tree considered for replacement/trimming should contact the Property Manager in writing by February 28th, 2010 to be put on a list that will be reviewed by Council.

3. Gutters: Bill Smith will be making modifications to a gutter at 3251 GD that will potentially assist in the problem. The Property Manager will contact Ellis Maintenance to provide input on what should be done.
4. Storm Drain Cleaning: Council discussed the upcoming cleaning and a concern was noted regarding the old drains and the units that have the drains in the basement, which have not been repaired; the Property Manager has been directed to speak with Ashton regarding this matter. A schedule for access will be provided to the Owners in order that gates do not have to be open for the duration of the project.
5. Lighting Issues: A quote is pending from Westar on the additional lighting at the Beaverbrook entrance. The City of Burnaby advised that they would repair the lights on the overpass that have not yet been done; the Property Manager will follow up with the City.
6. Electrical Issues: As noted, the grounding matter is being investigated but there has been an ongoing problem with people overloading the breakers and shutting the power down. Please be aware of not overloading the power, as repairs for this are the expense of individual Owners.
7. Daycare/Preschool Issues:
 - Lease: Council reviewed proposed rent increases, and has directed the Property Manager to advise the Daycare and Preschool of same. The leases will each be for a 5-year term.

NEW BUSINESS

1. Dog Feces: More complaints have been received regarding residents not picking up after their pets; letters will be sent to the known units.
2. Parking: Correspondence has been received regarding parking violations. Council discussed the ongoing issues of residents parking in visitor parking, and double parking. Towing may be implemented again; this will be discussed further.

UNIT ISSUES

1. 3206 Ganymede Drive: Although most work is complete, the Property Manager will be discussing with Ashton some of the installation of the interior piping and how they have run the pipes.
2. 8932 Orion Place: This work has now been completed.
3. 3351 Ganymede Drive: The Owner reported a problem with a vent in the bathroom. It appears that this was not insulated when the re-roofing was done; Milano Construction will be contacted.

CORRESPONDENCE

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

- 3332 GD providing a copy of the permit for the installation of the new heater.
- 3245 GD requesting approval for a shed, which was given, and provided some comments on old drainage work; this is not under warranty and likely due to settling.
- 3263 GD regarding the gardeners, which has been addressed.
- 3202 GD regarding Shaw Cable installation and approval to replace the cables, which has been given.
- 8950 GP asking when the tree walk about would be happening, which has been noted under Landscaping.
- 8938 GP requesting permission to build a second bathroom, which was approved; documentation will be sent to them for signing.
- 3365 GD regarding tree removal, which will be noted on the list.
- 8944 OP regarding pipes sweating, which will be addressed with Ashton.

There being no further business to discuss, the Meeting was terminated at 8:55 PM on a motion by the Council President.

EMERGENCIES

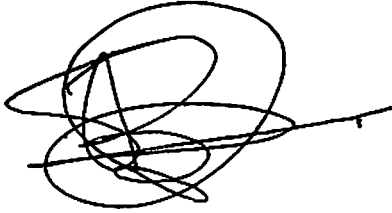
For after hours, holiday, or weekend emergencies, **DO NOT** call the Property Manager's direct line or send an e-mail. **You need to call 604.432.7774** if you are calling regarding anything that cannot wait until the next business day.

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, March 2nd, 2010 at 6:30 PM at the Village Daycare.



Sandra Idema
Property Manager

BAYSIDE PROPERTY SERVICES LTD.

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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.**