

January 14, 2010

**** ATTENTION ****

**ALL RESIDENTS
"SIMON FRASER VILLAGE"**

STORM DRAIN FLUSHING

POSTPONED

**PLEASE BE ADVISED THAT THE STORM DRAIN FLUSHING,
WHICH WAS SCHEDULED FOR
MONDAY JANUARY 18TH TO THURSDAY JANUARY 28TH, 2010
HAS BEEN POSTPONED UNTIL FURTHER NOTICE.**

THANK YOU FOR YOUR ATTENTION TO THIS MATTER.

**BAYSIDE PROPERTY SERVICES LTD.
*Management Agents for NW 58***

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

Held: Tuesday, January 5th, 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	604.444.9559

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 November 3rd, 2009.

Council Roles and Responsibilities:

The Property Manager reviewed with Council documents related to these items, and the standard of care required. Questions were answered accordingly.

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

3276 Ganymede Drive: The Owner discussed with Council garbage issues and that someone was driving through the complex taking appliances and other items even though the City had been called to pick them up. No one is aware of who this person is; it is likely someone taking the items for recycling. The Owner was advised to continue calling the City for pick ups.

3237 Ganymede Drive: The Owner provided two letters to Council; one regarding parking infractions and the other regarding the current gardening contractors.

3377 Ganymede Drive: The Owner brought forward the issue of electrical concerns for the ground. After discussion, Bill Smith and the Owner advised that they will investigate the situation and inform Council if further action is required.

FINANCIAL REPORTS

1. **Monthly Reports:** It was moved, seconded (Marumo/Hui) and carried, to approve the Financial Reports for October and November 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.

BUSINESS ARISING FROM THE MINUTES

1. **Roof/Unit Inspections:** The report should be ready for Council's review by January 15th and the consultant, John Taylor, will attend the next Council Meeting to discuss the results with Council.
2. **Landscaping:** Council discussed at length the previous petition that was circulated, and the current landscapers. Francyne Marumo expressed concern over contracting the previous gardener, ASA, and terminating the current contract with Dunn's and that if the change was made the residents who did not feel that ASA was doing a very good job before would be closely monitoring their performance. Bill Smith noted that the costs for ASA would be less and potentially better value would be obtained as they would also help with snow removal. After reviewing many options, it was moved, seconded (Smith/Allardice) to provide 60 days notice to the current gardeners and re-hire ASA. Council voted with the result being 3 in favour and 2 opposed to proceed. The Property Manager was directed to first confirm that ASA would come back and then provide notice to the current contractors. Bill Smith will be the landscape liaison if ASA is re-hired. Owners are not to approach the landscapers; all concerns and requests must be in writing to the Property Manager.

Please Note: If you have enclosed your backyard, it will not be mowed by the gardeners; it is your responsibility to maintain this area. The gardeners will only mow open areas; they will not enter fenced areas.

Dog Feces: Pet owners must clean up after their pets. Owners are also reminded that if children are walking the dog, they must also pick up after it. Furthermore, dogs are not permitted inside the fenced area of the daycare building or the toddler playground.

3. **Gutters:** Ellis Maintenance continues to service the gutters and downspouts and the situation has become much better. The options for helping to keep the debris from clogging the gutters are still being investigated.
4. **Daycare/Preschool Issues:**
 - **Lease:** Tabled.

- Annual inspection: Voltech provided a quote for the annual inspection, which was approved; arrangements will be made directly with the daycare.
- Lights: The daycare will be reimbursed for the purchase of some lights in December.

NEW BUSINESS

1. Property Assessment: The Property Manager provided Council with a copy of the assessment for the daycare, which is assessed at \$176,000.00.

2. Storm Drain Cleaning: Ashton Mechanical will be on site beginning Monday, January 18th to flush all the drain lines and clean the storm drains for approximately ten days. Residents are requested to keep their back gates open, as access to backyards is required.

3. Lighting Issues: Concerns have been raised over lighting at various areas and these will be investigated, including the possibility of installing a light at both entranceways to better read the addresses. A letter will also be sent to the City of Burnaby regarding the lights that have been off on the overpass on Beaverbrook Drive.
4. Electrical Grounding: As noted under Guest Business, this will be investigated further by Bruce Harwood and Bill Smith.
5. Railing on Pathways at Beaverbrook: Recently, it was found that the railing had been taken out of the pillars and it was unknown who had done this. The railing has now been re-installed, but Council directed the Property Manager to contact the handyman to see if some kind of lock can be placed on it.

UNIT ISSUES

1. 3206 Ganymede Drive: Watermain repairs on this block are currently being undertaken. There have been some concerns raised with the contractor, which are being resolved.
2. 8932 Orion Place: There is an issue with a blocked drain that is underground. Ashton may be required to dig out the area and replace the entire drain.
3. 3317/3315 Ganymede Drive: A leak was found coming from a crack in a foundation wall going into the basement; Westar Contracting is attending to the repairs.

CORRESPONDENCE

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

- 8942 OP regarding a parking incident that took place.
- 3252 GD regarding lighting and gardeners, which will be followed up on as noted in the minutes.

- 8944 GP regarding a tree in their backyard. **Owners are reminded that it is their responsibility to maintain all plants and trees that are located within their fenced backyards.**
- 3250 GD regarding the rails removed at Beaverbrook, which has already been addressed.
- 3216 GD regarding moisture in the bedroom; the Owner will be advised to clean the area.
- 3348 GD regarding a blocked downspout and garbage removal.

There being no further business to discuss, the Meeting was terminated at 8:30 PM on a motion by the Council President.

EMERGENCIES

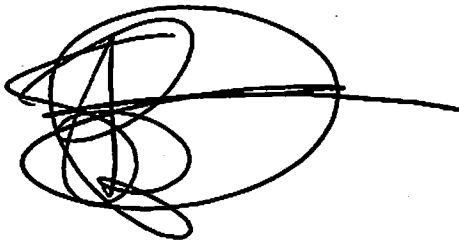
For after hours, holiday, or weekend emergencies, **DO NOT** call the Property Manager's direct line or send an e-mail. **You need to call 604.432.7774** if you are calling regarding anything that cannot wait until the next business day.

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



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.**