

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

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Held: Tuesday, January 6<sup>th</sup>, 2009 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
	Kay Jasinski	Secretary	604.421.2201
	Luke Matsuda	Hall Rental	604.420.9318

Regrets:	Darryl Franta	Vice President	604.420.4442
	Sandra Preston		604.421.8499

Agent: Sandra Idema Bayside Property Services Ltd.

**CALL TO ORDER**

Dianne Hui called the Meeting to order at 6:35 PM.

**MINUTES OF PREVIOUS MEETING**

Council unanimously approved the Minutes of the Council Meeting held November 4<sup>th</sup>, 2008.

**GUEST BUSINESS**

3237 Ganymede Drive: The Owner reviewed with Council some concerns in follow up to a letter that had been sent:

- They wish to maintain the front of their unit and do not want the gardeners to do it; Council agreed to this request.
- The satellite dish in question is still up; Council directed the Property Manager to send a letter to the unit.
- Parking at the complex; Council recognizes that this is an ongoing concern and two members of Council have agreed to take this project on.
- An issue with the roof of their unit; this will be looked into.
- A question regarding the insurance information in the Minutes of the Annual General Meeting; this was clarified with the Property Manager.

**FINANCIAL REPORTS**

1. Monthly Reports: The Financial Reports for August, September and October, 2008 were unanimously approved by Council.

2. **Accounts Receivable:** Liens have been registered against the title to some Strata Lots due to unpaid maintenance fees. **Owners are reminded that accounts must be kept up to date. Failure to do so may result in liens being registered against the title to your Strata Lot.**

**MAINTENANCE FEES ARE DUE ON THE 1<sup>ST</sup> DAY OF EACH MONTH.**

3. **Invoices:** Two invoices from Lesperance Mendes which total \$5,372.24, in relation to the dispute settlement, were approved for payment.
4. **Final Audit:** The final Audit for the 2007 fiscal year was signed by two members of Council. Any Owner that wishes to have a copy of the Audited Financial Statements should contact the Property Manager.

### **BUSINESS ARISING FROM THE MINUTES**

1. **Cement Pathway Repairs:** Tabled.
2. **Roof/Unit Inspections:** Council has directed the Property Manager to speak with a consultant to help in establishing what the problems are. The consultant will also be asked to investigate some of the issues with interior moisture. An inspection of some units will be required; Owners will be notified in advance. The consultant will be asked to take a look and then provide a proposal regarding what the Strata Corporation should consider.
3. **Dispute:** Final paperwork is being prepared for signing by all parties.
4. **Water Main Break:** Council has received the second quote. As there are some concerns regarding access to one unit, Council has requested that the Property Manager look into the options for all the repairs in order that the work can proceed if it is approved.
5. **Exterior Repairs:** Milano Construction has been working at 3340 Ganymede Drive and has almost completed the work. As the Owner of Unit 3338 has not provided access, as noted above, the Council has directed the Property Manager to obtain legal advice to ensure that the Strata Corporation can complete the repairs.
6. **Trees:** A number of trees were damaged by the recent weather; some can possibly be attended to by the gardener, but others may need to be dealt with by Davey Tree.
7. **Insurance Claims:** Three claims are currently in process; one for the Daycare, one for a Unit that was hit by a vehicle, and a recent pipe leak.

### **NEW BUSINESS**

1. **Snow Removal:** As Owners and residents are aware, there was an exceptionally large amount of snowfall recently. Contractors were hired to remove snow, but Owners should be aware that this is of great expense to the Strata Corporation. Next year the

snow removal company will be advised to push the snow into the visitors parking area, which will be identified with some type of flag or marker for the contractors.

2. Garbage/Recycling Pick Up: The garbage was finally picked up on January 5<sup>th</sup>, but the City of Burnaby has advised that it will be next week before all the schedules are back on track.
3. Parking: As noted under Guest Business, Council will be working on the policies and procedures related to parking. All residents are requested to comply with the bylaws in order to prevent vehicles being towed.
4. 3237 Ganymede Drive: The Owner reported water in the basement, which may be related to the sumps outside of the unit. Ashton Mechanical has been contacted to address the concern, and make any required repairs.
5. 8952 Orion Place: The Owner reported water in the basement; the handyman attended and redirected the down spout, which has resolved the issue.
6. 8929 Orion Place: The Owner provided Council with pictures of the recent repairs that were completed when the water main was replaced. Council is concerned about the repair work and has directed the Property Manager to discuss with Ashton the problems and advise Ashton that the pipes had to be redone, as they were put outside the wall. The Owner will be reimbursed for the finishing of the walls that should have been completed after the piping was done.
7. Basements: Owners are reminded that the basements, when built, were not finished and therefore any improvements should be covered under the Owner's individual contents insurance as those improvements are not covered by the Strata Corporations policy.

### CORRESPONDENCE

Council reviewed correspondence from the following units:

- 8940 Orion Place requesting rental permission, which was approved by Council.
- 8911 Orion Place regarding the Annual General Meeting, gutters and parking; the Property Manager was directed to respond.
- 8905 Orion Place regarding parking, which the Property Manager will respond to.
- 3252 Ganymede Drive regarding vehicles and parking, which the Property Manager was directed to respond to.
- 3321 Ganymede Drive regarding work done a number of years ago; the Owner will be advised that the deficiencies are now too late to report.

There being no further business to discuss, the Meeting was terminated at 8:28 PM on a motion by the Council President.

**GARDENERS**

Owners are requested to contact Council President, Dianne Hui, either via email ([sywwby@hotmail.com](mailto:sywwby@hotmail.com)) or by dropping a letter through her mail slot (3212 Ganymede Drive) in regards to the gardeners. This is your chance to let Council know what you think of the job the gardeners are doing, prior to the contract being renewed.

**NO PHONE CALLS PLEASE.**


**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.

**REGISTERED BYLAW AMENDMENT**

A copy of the Bylaw amendment approved at the last Annual General Meeting is attached to these Minutes. The amendment was registered in the Land Title Office, as required by the Strata Property Act. Please keep same with your bylaw package.

The next Council Meeting has been scheduled for Tuesday, February 3<sup>rd</sup>, 2009 at 6:30 PM at the Village Daycare.



Sandra Idema, Property Manager  
**BAYSIDE PROPERTY SERVICES LTD.**  
Sperling Plaza, Suite 100 - 6400 Roberts Street, Burnaby, BC V5G 4C9  
**Direct: 604.629.8760**  
Office: 604.432.7774 (24 hours - after office hours, emergencies only please)  
Fax: 604.430.2698  
Email: [sidema@baysideproperty.com](mailto:sidema@baysideproperty.com)

**\*\*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.**

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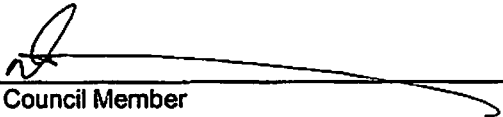
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*Strata Property Act*  
FORM I  
AMENDMENT TO BYLAWS  
(Section 128)

The Owners, Strata Plan NW 58 certify that the following or attached amendments to the bylaws of the strata corporation were approved by a resolution passed in accordance with section 128 of the *Strata Property Act* at an annual or special general meeting held on November 24<sup>th</sup>, 2008.

**BE IT RESOLVED THAT** The Owners, Strata Plan NW 58, hereby approve to add the following Bylaw to the existing registered Bylaws:

- 4.12 *Owners are not permitted to plant trees in any area of the strata lot or common property without Council's permission. Only miniature trees will be permitted and owners will be required to submit a diagram and description of the tree they would like to plant.*

  
\_\_\_\_\_  
Signature of Council Member

  
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Signature of Second Council Member (not required if council consists of one member)

\*Section 128(3) of the Act provides that an Amendment to Bylaws must be filed in the land title office within 60 days of the amendment being approved.