

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

Held: Tuesday, June 2nd, 2009 at 6:30 PM in the Village Daycare, 3290 Ganymede Drive, Burnaby, BC

Present:	Dianne Hui	President	604.420.6517
	Luke Matsuda	Hall Rental	604.420.9318
	Kay Jasinski	Secretary	604.421.2201
	Sandra Preston		604.421.8499

Regrets:	Darryl Franta	Vice President	604.420.4442
	Francyne Marumo	Treasurer	604.420.0260

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 May 5th, 2009.

GUEST BUSINESS

3306 Ganymede Drive: The Owner attended the Meeting to discuss with Council a bylaw complaint letter they received. The Owner expressed that they were not happy receiving the letter and felt it was unfair. Council advised the Owner that they have to act in accordance with the Strata Property Act. The Owner explained the situation at their unit and Council has agreed to not levy fines at this time.

3237 Ganymede Drive: The Owner reviewed some ongoing parking concerns that are all being addressed.

3377 Ganymede Drive: The Owner reviewed with Council a request to build a retaining wall on the property under a section of fence, and requires a tree that was previously cut down to have the trunk ground down; this will be done when the arborist is on site.

FINANCIAL REPORTS

1. **Monthly Reports:** Tabled.
2. **Accounts Receivable:** Liens have been registered against the title to some Strata Lots due to unpaid maintenance fees. Three Owners in more extensive arrears, which already have liens registered, will now be sent letters advising them that forced sale proceedings will begin.

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.

3. Final Audited Financial Statements: The audited Financial Statements have now been signed by two members of Council. Any Owner that wishes to obtain a copy can contact the Property Manager.

BUSINESS ARISING FROM THE MINUTES

1. Cement Pathway Repairs: Work is in progress.
2. Roof/Unit Inspections: The contractor has mapped out the problem units and will be making the necessary arrangements.
3. Water Main Break: The contractor was scheduled to perform the work, but unfortunately one of the unit Owners advised that they had not received the notice that the work was to begin and therefore did not provide access. The Owner of the unit will be given a new date for the work to start. The Owner has requested a meeting with the Council President and the Property Manager; however, Council has directed the Property Manager to advise the Owner that the meeting must be held with a quorum of Council.
4. Landscaping/Trees: The City arborist will meet with the Strata Corporation's arborist; as soon as this is done, work will proceed. Trees will be removed, as approved, due to various factors. Landscaping was discussed and there is continued concern over the blowing of debris; the Property Manager will follow up with the contractor on this matter.
5. Gutter/Siding Cleaning: Men in Kilts has substantially completed the work; they will be back on Tuesday, June 16th to address the noted deficiencies.
6. Line Painting: Quotes are still pending.
7. Fence Repair: The Property Manager will follow up with the City to ensure they repair the fence that was damaged due to previous work done near 3212 Ganymede Drive. {Subsequent to the meeting, the City has advised they would perform the repairs on Friday, June 5th.}

UNIT ISSUES

1. 8925 Orion Place: Ashton has been contacted to investigate the deficiencies from the previous repairs.
2. 3243 Ganymede Drive: The PRV for the hot water tank leaked; the Owner will be advised to contact their insurer for any emergency charges and repairs.

3. 8948 Orion Place: It was noted that there is a piece of siding damaged by this unit and 8950 OP; the handyman will be requested to attend to this repair.

NEW BUSINESS

1. Dryer Vent Cleaning: Council reviewed a quote for dryer vent cleaning. After discussion, it was felt that proceeding with this work would be a good idea. As some Owners have moved their vents, they will be required to indicate which vent is in use. When they are cleaning the vents, the contractors will install any missing plastic covers, as well as install bird screens to prevent pests from nesting.
2. Insurance Appraisal: The updated appraised replacement cost value of the building was received and this year's insurance premium is \$42,328.00.
3. Daycare Requests:
 - The daycare requested that the gate latches be changed; Council approved the request and it is to be done at the daycare's expense.
 - Council reviewed a request from the daycare to build a sheltered area in order that the children would have a shaded area in the summer and a covered area to play in the colder/wet months. Council discussed the request and has directed the Property Manager to obtain from the daycare further information on the request, and the reasoning behind it.
 - The lease for the Pre School is up for renewal at the end of August and the Daycare at the end of December, these will require review due to increased insurance costs.

Bylaw Infractions

Bylaw complaint letters were sent to some units regarding ongoing parking violations; there has been one response to date.

8902 Orion Place regarding a patio cover, which was installed without permission.

An Owner responded to parking violations and has assured Council that they will no longer park in visitor stalls.

CORRESPONDENCE

Council reviewed correspondence from the following units:

- 3369 Ganymede Drive regarding an overflowing eavestrough that will be attended to by the handyman.
- 3351 Ganymede Drive requesting permission to remove a shrub, which has been granted.
- 3341 Ganymede Drive requesting that a tree be removed; the request will be referred to the arborist.

- 8944 Orion Place requesting to replace their deck and fence, which was approved.
- 3351 Ganymede Drive regarding ants, which has been addressed by the pest control company.
- 3377 Ganymede Drive regarding rebuilding a fence, which was approved
- 3236 Ganymede Drive requesting to build a fence, which was approved; however, they must use wood.
- 3249 Ganymede Drive responding to a parking letter.
- 8944 Orion Place requesting permission for various items, including fence rebuilding and kitchen renovations.

The Property Manager was directed to respond to the Owners as required.

There being no further business to discuss, the Meeting was terminated at 8:25 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.

Please note that the Council will be performing a walk through of the property prior to the next Council Meeting, which has been scheduled for Tuesday, July 7th, 2009 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.**