

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

Held: Tuesday, March 3rd, 2009 at 6:30 PM in the Village Daycare, 3290 Ganymede Drive, Burnaby, BC

| | | | |
|----------|-----------------|----------------|--------------|
| Present: | Dianne Hui | President | 604.420.6517 |
| | Darryl Franta | Vice President | 604.420.4442 |
| | Francyne Marumo | Treasurer | 604.420.0260 |
| | Kay Jasinski | Secretary | 604.421.2201 |
| | Luke Matsuda | Hall Rental | 604.420.9318 |
| | Sandra Preston | | 604.421.8499 |

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 February 3rd, 2009.

GUEST BUSINESS

3237 Ganymede Drive: The Owner requested confirmation that the issue of unlicensed vehicles was being addressed. Council confirmed that it was, and that Owners were responding to the letters sent to them by sending in copies of their insurance policies. The Owner also advised that there was still a satellite dish installed at a unit, which is against the bylaws; Council directed the Property Manager to follow up on this matter.

FINANCIAL REPORTS

1. **Monthly Reports:** The Financial Report for January 2009 was 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 a lien being registered against the title to your Strata Lot.**

MAINTENANCE FEES ARE DUE ON THE 1ST DAY OF EACH MONTH.

3. **Invoices:** Westar provided outstanding invoices for work performed in June to August of 2008. Bayside confirmed that the records from Ascent did not show any payment for this work. The invoices were approved for payment, and will be

paid from the Cumulative Operating Surplus to reflect that the expense should have been paid in 2008.

BUSINESS ARISING FROM THE MINUTES

1. **Cement Pathway Repairs:** The first quote has now been received for Council's review; additional quotes are pending.
2. **Roof/Unit Inspections:** The Property Manager reported that they have been able to determine the status of approximately 80% of the units, and which ones were re-roofed and by what company. Milano Construction, the contractor that performed most of the work, has advised that if there are any problems they would honour the commitment to the work. There is still some concern over the actual reports and inspections; the Property Manager will continue to work to resolve the problem.
3. **Water Main Break:** The Owner has now permitted access to the unit for other repairs and is questioning why the water main has not been repaired. Council directed the Property Manager to confirm with the Owner that the Owner will now provide access to contractors; quotes will continue to be obtained for this work. It was noted that numerous attempts were made by Pro Carpet Restoration in October 2008 to go into the unit to perform temporary repairs, but the Owner did not permit access.
4. **Exterior Repairs:** Access to 3338 Ganymede Drive has now been provided, and the work is in progress. The Owner has expressed some concern over the repair work; the Property Manager will follow up with the contractor, Milano Construction, as there have not been any previous issues with Milano.
5. **Trees:** A list of trees that Owners can plant in front yards is now available. A number of Owners have sent in requests or concerns over some trees they would like to have looked at; this will now be done with the arborist.
6. **Insurance Claims:** The daycare claim is still outstanding; the Property Manager will follow up.
7. **Parking:** A number of Owners responded to the letters that were sent out. **Please be aware that the letters were not personal; Council has a duty to deal with bylaw complaints, as reported, and therefore letters must be sent to the units involved.** This will continue to be done with all bylaw complaints received. There has been an improvement in the parking situation, but there are still some ongoing violations; Bayside was directed to follow up with those Owners.
8. **8924 GP:** The repairs are still pending. {Subsequent to the meeting, it was confirmed that the contractor will be on site Thursday, March 12th.}
9. **Handyman Costs:** Council discussed the costs associated with the handyman and the call outs. The costs are in line with other contractors for the same type of work, and the advantage is that the handyman has a good knowledge of the

property and can therefore commence and perform work faster. Bayside will look further into the costs of handymen in general for Council.

10. Landscape Contract: Council reviewed three quotes for landscape services. After discussion, it was moved, seconded (Preston/Franta) and carried, to award the contract to BW Contracting. The contractor will start right away and once on site will advise which day of the week will become the regular contract. The contract is for 10 months, from February to November inclusive. The monthly cost for this new contract is \$4,895.25.

NEW BUSINESS

1. Hall Rental Agreement: The Hall Rental Agreement has been updated by Council and can now be used.
2. Gutters: Quotes for cleaning and replacement of the gutters are being obtained. Quotes will also be obtained for siding cleaning.
3. Annual Fire Inspection: Voltech has advised that the annual inspection for the daycare is due; the Property Manager was directed to make the necessary arrangements.
4. 3363 Ganymede Drive: Westar Contracting inspected the unit and has advised that the problem with moisture is an interior related humidity problem. Bayside was directed to advise the Owner of this, and that the Owner will be charged back the cost of the inspection.
5. Line Painting: Council has directed the Property Manager to obtain quotes for line painting, in follow up from last year. **Owners should be aware that when this work proceeds, vehicles must be moved; failure to do so may result in your vehicle being towed and the cost charged back to the applicable Owner.**

CORRESPONDENCE

Council reviewed correspondence from the following units:


- 3308 Ganymede Drive requesting permission to rent out their unit, which was approved.
- 8901 Orion Place requesting permission to install a sensor light, camera, and some gravel; everything except the camera was approved.
- 3302 Ganymede Drive regarding a piece of flashing that has come off; this has been directed to the handyman.
- 3367 Ganymede Drive regarding service expectations and maintenance; the Property Manager was directed to respond to the Owner.
- 3365 Ganymede Drive advising that they liked the previous gardeners. Council advises that the gardeners cancelled the contract; Council did not terminate it.
- 3331 Ganymede Drive regarding the tree in front of the unit; this will be addressed with the other tree issues.

There being no further business to discuss, the Meeting was terminated at 8:15 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.

The next Council Meeting has been scheduled for Tuesday, April 7th, 2009 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.**