

**STRATA PLAN NW 58 - COUNCIL MEETING MINUTES**  
**"SIMON FRASER VILLAGE"**  
**GANYMEDE DRIVE, GANYMEDE PLACE, ORION PLACE, BURNABY, B.C.**

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Held: Monday March 31, 2008 at 6:45 p.m.  
In the Village Daycare, 3290 Ganymede Drive, Burnaby, B.C.

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**PRESENT:**

Dianne Hui	President	420-6517
Katherine Roffel	Secretary	420-4541
Sandra Preston	Vice President	421-8499
Francyne Marumo	Treasurer	420-0260
Kay Jasinski		421-2201
Donna Mortensen	Daycare Hall Rental	299-8041

**REGRETS:**

**MANAGING AGENT:** Mike Burton, Strata Agent, Ascent Real Estate Management Corporation

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**CALL TO ORDER**

The meeting was called to order at 6:45 p.m. by council president, Dianne Hui.

**APPROVAL OF MINUTES**

There being no errors or omissions noted it was **MOVED** and **SECONDED** to approve the minutes of the council meeting dated February 18, 2008 as distributed. **MOTION CARRIED.**

**GUEST BUSINESS**

1. A summary of the Roof Replacement Contract Costs is attached to these minutes for owners' information. Bill Smith reported that the asphalt and concrete on the sidewalk from unit 3239 Ganymede Drive to the entrance is heaving and cracking. Council will inspect this during their complex "Walk-Around".
2. QAI will be contacted to ensure that the internal roof spaces have been checked when carrying out their roof inspections for units 3363 to 3377.
3. An owner addressed council regarding an ongoing rodent problem in his unit. The Pest Control company has inspected the unit and has placed traps to eradicate the rodents. The Pest Control Company reported that the rodents are living under the deck and garden shed in the adjoining property. After a lengthy discussion the strata agent was instructed to write to the owner requesting that the shed and deck be removed to resolve this issue.

**FINANCIAL REPORT**

1. **Financial Statements:** The financial statements for February 2008 were presented. The approval of the February figures was deferred until the next meeting to allow the treasurer to review the statements. An amount of \$1000.00 presently reflected as a hold back for Crown Roofing will be credited to the repairs and maintenance account (4160) in April. An amount of \$868.57 was transferred from 1102 to 1100 in the January financials statements. This is the adjustment due to the difference in the monthly transfer to the CRF between the current and previous year. The line item presently called Guest Suite Rental will be changed to "Damage Deposit". It was then **MOVED** and **SECONDED** to approve the financial statements up to January 2008. **MOTION CARRIED.**

2. **Accounts Receivable:** The accounts receivables were discussed and the strata agent will follow up on all outstanding accounts.

### **BUSINESS ARISING:**

1. **Roof Report 3375 Ganymede Drive:** QAI will contact the owner of 3375 Ganymede Drive and arrange for a roof inspection at a suitable time. QAI will also be asked to confirm that the internal attics have also been inspected.
2. **Water Main 8918 – 8928 Ganymede Place:** The strata agent was directed to place the order with Ashton Plumbing to proceed with the installation of the external water mains. A notice will be sent to all owners informing them of the commencement date and water shut off times.
3. **Gutter Cleaning:** Over the Top Cleaners has completed the gutter cleaning and the handyman will follow up with some minor repairs.
4. **Arborist Inspection:** Davey Tree will carry out their annual inspection of the trees in the complex on Thursday commencing at 10.00 a.m. Sandra Preston and Donna Mortensen will accompany the arborist during the inspection.

### **CORRESPONDENCE**

1. **8924 Ganymede Place:** Davey Tree will inspect the tree in the adjoining yard during their walk around with council members.
2. **Preschool and Daycare Centre:** Letters were sent to the preschool and Daycare Centres informing them of the proposed rent increase.
3. **3226 Ganymede Drive:** The hole in the ceiling was not reported within the deficiency period and therefore any repair will be at the owner's cost.

### **NEW BUSINESS**

1. **Siding Cleaning:** A quotation was received from Over the Top Cleaners for the siding cleaning to the entire complex. This will be included in the budget for the next fiscal year.
2. **Visitors Parking Bylaw:** An owner queried the visitors parking policy. The strata agent will send a copy of the Visitors Parking Bylaw to an owner as requested.
3. **3218 Ganymede Drive:** A letter will be sent to the owner requesting them to check that the bathroom fan is working correctly. The mould should be removed with a weak bleach solution and if the mould returns a contractor will be sent to investigate the issue. If the mould is not due to a strata corporation issue the call out will be charged back to the owner.
4. **Garbage Enclosure:** A cement garbage enclosure was damaged by the garbage removal truck. The strata agent will arrange for the wall to be demolished as a safety precaution and write a letter to the City notifying them of the damage.
5. **Illegal Garden:** An illegal garden is being developed behind 8950 Ganymede Place by a non-resident. The strata agent will write to the person concerned accordingly and have a temporary fence installed to restrict access.
6. **Cement Pathway Check:** Council will conduct their annual walkthrough to check on cement pathways and deficiencies on April 19<sup>th</sup>.
7. **8902 Orion Place:** There has been no reply to the last letter to the owner of 8902 Orion Place regarding the fence and awning. The strata agent will obtain legal opinion regarding having the structures removed.

8. **Lights at Daycare Centre:** The external lights at the Daycare Centre are not working again. The strata agent will arrange for an electrician to inspect the lights and do the necessary repairs.

### **ADJOURNMENT**

There being no further business the meeting was adjourned at 9.00 p.m.

The dates for the upcoming meetings are as follows:

April 21<sup>st</sup> 2008.  
May 26<sup>th</sup> 2008.  
June 30<sup>th</sup> 2008.  
July 21<sup>st</sup> 2008.  
August 25<sup>th</sup> 2008.  
September 22<sup>nd</sup> 2008.  
October 27<sup>th</sup> 2008.  
November 24<sup>th</sup> 2008.  
AGM to be held in Feb. 2009.

### **NEXT MEETING**

The next meeting will be held on March 31, 2008.

Ascent Real Estate Management Corporation  
Managing Agents  
On Behalf of Owners' Strata Plan NW 58

Mike Burton  
Strata Agent

MB/jb

After Hours Emergency Line: (604) 293-2459  
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**When you sell your property, you may be requested to produce at least two years of strata council meeting minutes. Therefore, it is recommended to properly file and retain the entire year's strata records. Service charges apply to obtain additional copies of the strata meeting minutes from the managing agency.**

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**General Ledger (Accrual)**  
**Simon Fraser Village - (nw58)**  
**January 2006 - December 2007**

Property	Date	Period	Description	Control	Refer	Debit	Credit	Balance	Remarks
<b>2300-0000</b>			<b>Special Levy</b>					<b>0.00</b>	<b>= Beginning Balance</b>
nw58	7/5/2006	07/06	Owner Charges	various					
nw58	7/26/2006	08/06	(paccas) Pacific Cascade Financial Servic	P-16630	financing ju	500.00		646,380.00	(646,380.00) Re-Roofting due Aug01/06
nw58	7/26/2006	08/06	(paccas) Pacific Cascade Financial Servic	P-16630	financing ju	1,500.00		(645,880.00)	application fee
nw58	7/26/2006	08/06	(paccas) Pacific Cascade Financial Servic	P-16630	financing ju	7,000.00		(644,380.00)	retainer fee
nw58	8/1/2006	09/06	(clawll) Clark, Wilson Barristers and Sol	P-20595	bill#1739928	396.14		(637,380.00)	commitment fee
nw58	2/15/2007	02/07	(milcon) Milano Construction Ltd.	P-37865	1467	56,017.93		(636,983.86)	loan to strta consult
nw58	3/31/2007	03/07	Milano Construction Inv 1479	J-85068		97,294.17		(580,965.93)	Project roof 155 units
nw58	3/28/2007	04/07	(milcon) Milano Construction Ltd.	P-42052	1491	91,492.42		(483,671.76)	Milano Construction Inv 1479
nw58	4/16/2007	04/07	(milcon) Milano Construction Ltd.	P-43876	1506	118,407.62		(392,179.34)	Re Roof Project 155 units
nw58	5/1/2007	05/07	(milcon) Milano Construction Ltd.	P-45100	1514	92,704.47		(273,771.72)	Re Roof Project 155 units
nw58	5/17/2007	06/07	(milcon) Milano Construction Ltd.	P-49398	1524	104,035.61		(181,067.25)	RE roof project 155 units
nw58	6/26/2007	06/07	(milcon) Milano Construction Ltd.	P-51319	1532	69,492.75		(77,031.64)	Progress Inv#6-Reroof proj.
nw58	6/28/2007	07/07	(milcon) Milano Construction Ltd.	P-51676	1533	8,898.70		(7,538.89)	Inv. for 10% HB & I32 Vent pi
nw58	8/14/2007	08/07	(quasud) Quality Auditing Institute	P-57199	5745	12,303.67		13,663.48	contract price roof replacem
nw58	9/21/2007	10/07	(quasud) Quality Auditing Institute	P-62535	5824	530.00		14,193.48	roof inspection and report
nw58	9/30/2006	09/06	(:Recur 205) Sep06 Bank Interests	J-58132	n58mon		251.25	13,942.23	Roof levy
nw58	10/30/2006	10/06	(:Recur 205) Bank Interests	J-63414	n58mon		826.88	13,115.35	Roof levy
nw58	11/30/2006	11/06	(:Recur 205) Bank Interests	J-64243	n58mon		1,161.63	11,953.72	Roof levy
nw58	12/30/2006	12/06	(:Recur 205) Bank Interests	J-72341	n58mon		1,658.29	10,295.43	Roof levy
nw58	1/30/2007	01/07	(:Recur 205) Bank Interests	J-77476	n58mon		1,669.68	8,625.75	Roof levy
nw58	2/28/2007	02/07	(:Recur 205) Bank Interests	J-81272	n58mon		1,511.72	7,114.03	Roof levy
nw58	3/30/2007	03/07	(:Recur 205) Bank Interests	J-84857	n58mon		1,541.01	5,573.02	Roof levy
nw58	4/30/2007	04/07	(:Recur 205) Bank Interests	J-89660	n58mon		1,159.21	4,413.81	Roof levy
nw58	5/31/2007	05/07	(:Recur 205) Bank Interests	J-92145	n58mon		892.71	3,521.10	Roof levy
nw58	6/30/2007	06/07	(:Recur 205) Bank Interests	J-97895	n58mon		603.33	2,917.77	Roof levy
nw58	7/31/2007	07/07	(:Recur 205) Bank Interests	J-100627	n58mon		288.09	2,629.68	Roof levy
nw58	8/31/2007	08/07	(:Recur 205) Bank Interests	J-105326	n58mon		199.53	2,430.15	Roof levy
nw58	9/30/2007	09/07	(:Recur 205) Bank Interests	J-109283	n58mon		149.75	2,280.40	Roof levy
nw58	10/31/2007	10/07	(:Recur 205) Bank Interests	J-114082	n58mon		167.01	2,113.39	Roof levy
nw58	11/30/2007	11/07	(:Recur 205) Bank Interests	J-116213	n58mon		169.78	1,943.61	Roof levy
nw58	12/1/2007	12/07	(:Recur 205) Bank Interests	J-122631	n58mon		164.73	1,778.88	Roof levy
<b>Netchange = 1,778.88</b>								<b>1,778.88</b>	<b>= Ending Balance =</b>

660,573.48    658,794.60