

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

Held: Monday May 26, 2008 at 6:45 p.m.
In the Village Daycare, 3290 Ganymede Drive, Burnaby, B.C.

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

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

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 April 28, 2008 as distributed. **MOTION CARRIED.**

GUEST BUSINESS

- 3246 Ganymede Drive:** The owner of 3246 Ganymede Drive addressed council and requested permission to install a deck, modify his fence by changing the position of the gate. The owner has also installed a ventilation system for the kitchen stove. Permission was granted to modify the fence as described by the owner. The external vent to the extractor fan is to be painted white. The owner was informed that the proposed deck could not be attached to the building in any way. He will contact the strata agent and supply details of the proposed deck for council's review.
- 3237 Ganymede Drive:** The owner of 3237 Ganymede Drive expressed concerns regarding the gardeners blowing leaves and grass cuttings and not removing the piles from site. A council member will address this with the landscape contractor.
- 3276 Ganymede Drive:** The owner of 3276 Ganymede Drive addressed council regarding a letter sent by the strata agent concerning the cleaning up of an area along Beaverbrook Drive. There was a misunderstanding of the area concerned and the clearing of the area along Eastlake Drive is the responsibility of the gardeners.
- 3251 Ganymede Drive:** The owner of 3251 Ganymede Drive requested permission to install a deck. The owner will submit a plan of the proposed deck for council's consideration. The roof will also be inspected when the list of roofs to be inspected has been compiled.
- 3377 Ganymede Drive:** The roof of 3377 Ganymede Drive will be included on the list of roofs to be inspected.

6. **8928 Orion Place:** The handyman will be instructed to repair the wood surround to the garden at the base of a tree in the yard and to repair the downspout in the front of the unit that is not draining correctly. Council will arrange for the gardeners to cut back the ivy in the garden at the base of the tree.
7. **3250 Ganymede Drive:** The rodent problem is still being monitored. The owner expressed concerns over a large hole in the neighbouring unit that could be providing access to the rodents. The strata agent will arrange for the handyman to repair the hole and for the pest control company to inspect the ceilings of both units once the repair has been completed.
8. **3263 Ganymede Drive:** The owner of 3263 Ganymede Drive requested permission to install a window in his unit. Permission was granted subject to the owner obtaining the required permits from the City and submitting an assumption of liability form. The window will be the same size and style as the existing windows. The strata agent will send the required forms to the owner and arrange for the handyman to contact the owner to assist in the removal and replacement of the siding as required.

FINANCIAL REPORT:

1. **Financial Statements:** The financial statements for April 2008 were presented. Approval was deferred until the next meeting to allow sufficient time for the treasurer to review the figures.
2. **Accounts Receivable:** The accounts receivables were discussed and the strata agent will follow up on all outstanding accounts.

BUSINESS ARISING:

1. **Water Main 8918 – 8928 Ganymede Place:** Ashton Plumbing has completed the installation of the new water main. Any owners of the units involved are requested to notify the strata agent of any deficiencies.
2. **Davey Tree Inspection:** The inspection has been completed and the work carried out. The strata agent will contact Davey Tree regarding the stump at Beaverbrook Drive that should have been ground last year.
3. **Cement Pathway Check:** The quotes for the cement pathway repairs are still outstanding and should be received shortly. The strata agent will follow up with the contractors concerned.
4. **8902 Orion Place:** The strata agent will follow up regarding the removal of the sun awning and repairs to the fence.
5. **Roof Concerns:** The strata agent will instruct Milano Construction to return to site and carry out inspections of all roofs with mould concerns.
6. **Garbage Enclosure and Shed Doors:** A quote submitted by Weststar Restoration and Contracting was presented and reviewed. It was then **MOVED** and **SECONDED** to proceed with the work as quoted. The strata agent will contact Weststar to determine if there will be a significant price reduction if the new shed doors did not have a metal protective skin. **MOTION CARRIED.**

CORRESPONDENCE

1. **3241 Ganymede Drive:** The strata agent and Weststar contracting have inspected the back step and the strata agent was directed to proceed with the repair. Weststar will contact the owners to arrange a suitable time to carry out the work.
2. **3327 Ganymede Drive:** The owner of 3327 Ganymede Drive requested permission to replace the windows and patio door to the unit. Approval was granted subject to the new windows and doors matching the existing style and colour and the owner submitting an assumption of liability form.
3. **8901 Orion Place:** The issue of the existing tree stump and roots was discussed. The previous owner of the unit had the sun room installed and at the time accepted responsibility for any future related

maintenance costs. The arborist inspected the existing tree previously and decided that it did not require removal. The present owner purchased the unit with the tree stump and any costs involved with the removal of the stump will be at the owner's expense. **Mould Concerns:** Several owners have submitted letters regarding mould concerns. These will all be addressed when Milano Construction returns to site to carry out the roof inspection. The strata agent will contact the owners concerned to arrange access.

NEW BUSINESS

1. **Pressure Washing:** A quote submitted by Wizard Facilities for pressure washing the concrete sidewalks, stone retaining walls and garbage bin areas was presented and reviewed. After discussion council voted not to proceed with the work.
2. **Recycling Bins:** Donna Mortensen will contact the City to inquire about obtaining extra recycling bins.
3. **Children Playing:** Several children have been playing around the garbage bin areas, which are dangerous. Council is requesting that all residents ensure that their children keep away from these areas at all times.
4. **Line Painting:** The strata agent will contact Scottish Line Painting to have the contract completed. The contractors will also be requested to paint the speed limit in the complex on the road at suitable intervals.
5. **Squirrels & Birds:** Several residents continue to feed squirrels and birds. This is not permitted by the strata bylaws and encourages rats and mice within the complex. The strata agent was directed to follow up with a letter to one owner in this regard.
6. **Wood burning Stove:** The strata agent will check on any insurance concerns regarding a wood burning stove.
7. **Preschool Contract:** The contract for the preschool is due for renewal soon, and after discussion council agreed to renew the contract.

ADJOURNMENT

There being no further business the meeting was adjourned at 8:45 p.m.

NEXT MEETING:

The dates for the upcoming meetings are as follows:

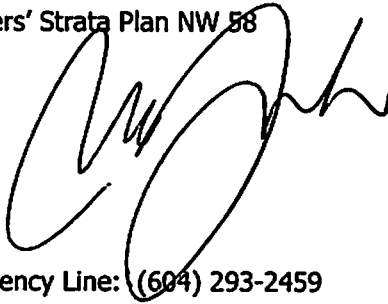
June 30th 2008.
July 28th 2008.
August 25th 2008.
September 29th 2008.
October 27th 2008.
November 24th 2008.
AGM to be held in Feb. 2009.

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
Email: mburton@ascentpm.com



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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ASCENT
REAL ESTATE MANAGEMENT CORPORATION

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May 22, 2008

Dear Owners:

RE: E-MAILING OF MINUTES

For those of you, who have been receiving the minutes of your strata meetings by e-mail, be advised that this service will be temporarily disrupted.

We are currently implementing the final modules of our new strata software (Yardi). During May, we have been transferring our non-financial property data from our own database to Yardi. The accounting function was fully implemented and operational last year.

An unfortunate result of this migration is that the ability to e-mail minutes is not yet available in Yardi. We chose to complete this migration even though the e-mail function is not available, because of the many other advantages and services that Yardi will provide to our clients.

We are reviewing several options with respect to future distribution of minutes, including email and the internet, as we are aware that this is an important service to owners. We will keep you posted on our progress.

Should you have any further questions or concerns, please do not hesitate to contact the undersigned.

Yours truly,

Ascent Real Estate Management Corporation

R.S. (Rick) Dickson
Managing Broker/President

RDS/mc