

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

Held: Tuesday, November 4th, 2008 at 6:30 PM in the Village Daycare, 3290 Ganymede Drive, Burnaby, BC

Present:	Dianne Hui	President	604.420.6517
	Sandra Preston	Vice President	604.421.8499
	Francyne Marumo	Treasurer	604.420.0260
	Katherine Roffel	Secretary	604.420.4541
	Lucas Matsuda	Hall Rental	604.420.9318
	Kay Jasinski		604.421.2201

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 October 1st, 2008.

GUEST BUSINESS

3237 Ganymede Drive: The Owner reviewed with Council four concerns as follows:

- The gardener's contract and the possibility of it being re-worded due to concerns of shabbiness in some areas.
- A satellite dish that was reported in the August Council Meeting Minutes; Council confirmed they did not think it was a problem, but will double check.
- The edges of two steps by their unit; this will be reported to the handyman.
- Ensuring that snow removal is in place for the upcoming year.

3247 Ganymede Drive: The Owner expressed concern over the bathroom fan not being connected. Council will have the fan looked at, but Owners must take responsibility to ensure that they check that all fans are working in their units.

FINANCIAL REPORTS

1. **Monthly Reports:** Tabled.

2. **Accounts Receivable:** There are a number of Owners that have not yet sent in paperwork to Bayside, the new property management company. If you haven't already, please do so as soon as possible. **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 1ST DAY OF EACH MONTH.

3. Invoices: Invoices from Westar, Gardun Landscaping for additional work, and Ashton Mechanical were approved for payment.

BUSINESS ARISING FROM THE MINUTES

1. Cement Pathway Repairs: Tabled.
2. Roof Inspections: DC Roofing has advised that they will do two units as part of their warranty, but Council questioned why DC Roofing would not do two others that were also done by them. For the other work involved, Council and the Property Manager will be looking at the contracts and what warranties are still applicable for any other problems.
3. Dispute: A date has been set for all parties to meet with the lawyer. An invoice from the lawyer has been received and Council approved payment of same.
4. Water Main Break: A second quote for the repairs is pending. A restoration company has been directed to contact the Owner of 3338 Ganymede Drive to deal with the hole from the digging, and the carpet that got wet.
5. Exterior Repairs: Repairs to 3338 and 3340 Ganymede Drive have been approved by Council. Milano Construction will seal the area and complete any interior repairs required; Milano has advised that they will attend to the repairs as soon as possible.
6. Tree Policy: Council will be proposing a new bylaw regarding the planting of trees by Owners at the Annual General Meeting, ***and advises that trees, in the opinion of the Strata Council, that cause liability issues for the Strata Corporation or are diseased may be removed at the discretion of the Strata Council.***
7. 3312 Ganymede Drive: Pricing for the tree with powdery mildew was received; no decision on how to proceed will be made until the Owner confirms with a doctor that the allergy they experienced was from the tree.
8. Insurance Claims: Two claims are currently in process; one for the Daycare and one for a Unit that was hit by a vehicle.

NEW BUSINESS

1. Annual General Meeting / Budget: Council discussed the upcoming Annual General Meeting and reviewed a draft Budget. Council will be proposing an increase in maintenance fees, as costs are increasing as the complex gets older. Continued repairs to gutters, downspouts, water mains, concrete walkways, trees, line painting, and other common property items must be dealt with.

2. **Moisture in Suites:** A number of Owners have reported mould in their units. Council would like to remind residents that the first approach is to clean it with a bleach solution. It was noted that not all mould is coming from exterior leaks. **Fans in the bathrooms must be running, windows should be left open a crack, a kitchen fan should be installed and used while cooking; these are all ways to decrease the humidity in the units which will help to prevent mould growth.** It is the Owner's responsibility to ensure that their fans are running properly; Council can help arrange for someone to attend, but the cost of the repairs will be the Owner's responsibility.
3. **Snow Removal:** Council has directed the Property Manager to look into snow removal services for the upcoming winter season.
4. **Line Painting:** New quotes will be obtained for line painting next summer.

CORRESPONDENCE

Council reviewed correspondence from the following units:

- 8901 Orion Place requesting to cover their vehicle; Council advises that a tarp can be placed over the vehicle, but they cannot install a tent.
- 3248 Ganymede Drive requesting a second dog, which was approved by Council.
- 8923 Orion Place regarding an area sinking where the water main repairs were done; Ashton Mechanical is aware of the problem and will attend to add more soil to resolve the issue.
- 3304 Ganymede Drive regarding interior mould and a patio crack; the Property Manager will respond to the Owner. The Owner must clean the mould and they are responsible for the patio crack.
- 8926 Orion Place regarding changing their fence to have glass panels; Council determined that the fence must be matching and made of wood.
- 3242 Ganymede Drive requesting the installation of a kitchen fan; this was approved by Council.
- 3232 Ganymede Drive regarding a roof leak; this has been directed to DC Roofing for repair.
- 8917 Orion Place regarding a light out at 8919; this will be directed to the handyman.
- 8928 Orion Place regarding a plugged downspout; this will be directed to the handyman.
- 8944 Orion Place regarding a drain pipe that comes apart; this will be directed to the handyman, and the drain in their basement. Council does not know if the drain in the basement is actually tied into a full drain line and can not advise the Owner on this.
- 3342 & 3340 Ganymede Drive regarding the corner gutters leaking and overflowing, which will be directed to the handyman.

Please note that Council will not have open floor discussions at meetings. Letters may be presented prior to the meeting, and letters provided at meetings may only be discussed if time permits.

There being no further business to discuss, the Meeting was terminated at 8:38 PM on a motion by the Council President.

The next meeting will be the Annual General Meeting, which has been tentatively scheduled for Tuesday, December 2nd, 2008 at 7:00 PM at the Village Daycare; formal Notice to follow.



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.**