

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

Held: Tuesday, October 6th, 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
Kay Jasinski	Secretary	604.421.2201
Francyne Marumo	Treasurer	604.420.0260
Sandra Preston		604.421.8499

Regrets: Luke Matsuda Hall Rental 604.420.9318

Agent: Sandra Idema Bayside Property Services Ltd.

CALL TO ORDER

Darryl Franta called the Meeting to order at 6:33 PM.

MINUTES OF PREVIOUS MEETING

Council unanimously approved the Minutes of the Council Meeting held September 9th, 2009 with a correction under Guest Business for Unit 3237 GD; the Owner did not confirm they had permission to install a stove vent.

GUEST BUSINESS

3237 Ganymede Drive: The Owner reviewed with Council comments regarding the petition, and the re-hiring of ASA Landscaping.

3377 Ganymede Drive: The Owner followed up on the moisture investigation, and the request for stump grinding. Council has approved the stump grinding and directed the Property Manager to make the required arrangements.

FINANCIAL REPORTS

1. **Monthly Reports:** It was moved, seconded (Marumo/Franta) and carried, to approve the Financial Report for August 2009.
2. **Accounts Receivable:** The Property Manager was directed to advise those Owners in arrears of their amounts owing in order that appropriate collection can 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.
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BUSINESS ARISING FROM THE MINUTES

1. **Roof/Unit Inspections:** The consultant should be delivering a preliminary report to the Property Manager by the end of the week.
2. **Landscaping:** BW Contracting has given 30 days notice of cancellation of the contract; they will no longer be on site after October 31st. Council reviewed five quotes for landscaping services and extensively discussed the various issues with each of them. Some Council members felt that re-hiring ASA would not be in the best interest of the Strata Corporation as there were problems with them. After further discussion, it was moved, seconded (Preston/Marumo) and carried, with four in favour and one opposed, to award the contract to Dunn's Landscaping pending certain information to be confirmed, including number of staff, days of work, and the termination clause.

Please note: If you have enclosed your backyard, it will not be mowed by the gardeners; it is your responsibility to maintain this area. Landscapers only do open areas, they do not enter fenced areas.

3. **Stump Grinding:** A quote for grinding the stumps at 3377 GD was received; it will cost \$400.00 to grind the two stumps. Another Owner has also requested a stump to be ground. Council approved having all three stumps ground if the additional cost was not more than \$150.00. {Subsequent to the meeting, it was determined that the cost for the 3rd stump was in line with the money approved so the stump at 8920 OP will be included in the work.}
4. **Gutters:** Ellis Maintenance has now been attending to the gutters on a regular basis and there seems to be an improvement; they will continue this work. The supplier for the gutter material is providing quotes and information on the product for the complex.
5. **Daycare/Preschool Issues:** A draft lease has been received from Lesperance Mendes and is currently being reviewed.
6. **Garbage Enclosures:** Additional quotes are being obtained.

NEW BUSINESS

1. **Vandalism:** Recently, some doors were attempted to be broken into and were damaged at the daycare, preschool, and storage shed. Emergency repairs were completed, and quotes for replacement steel doors are being obtained. One quote to replace the doors has been obtained at a cost of over \$12,000.00.
2. **Sump and Storm Drains:** Council has directed the Property Manager to obtain a quote for this cleaning as it has not been done for several years.
3. **City of Burnaby:** A letter was sent to the City regarding a left turn lane on Cameron, and the bridge crossing at Stoney Creek and Beaverbrook; both areas are being investigated.

4. Paint: A paint order has been placed with Cloverdale; those Owners waiting for the paint will be notified when it has arrived.

UNIT ISSUES

1. Water Main Replacement Ganymede Drive: Work on the row by 3338 GD is currently in progress.
2. 3260 Ganymede Drive: Ashton has now attended and final repairs are being made.
3. 8926 Orion Place: Drain tile cleaning has been scheduled for Monday, October 19th; notices have been delivered to the units affected advising them to leave their gates open for access.
4. 3250/3252 Ganymede Drive: The Owners have reported a sewer smell in the basement; Ashton Mechanical has been asked to attend.
5. 3206 Ganymede Drive: A leak in the basement was reported; Ashton Mechanical is currently making repair arrangements.
6. 3323 Ganymede Drive: The Owner reported cracks in the retaining wall outside their unit. As these cracks are likely caused by the tree, removal of the tree will be investigated.

CORRESPONDENCE

Council reviewed correspondence from the following units and the Property Manager was directed to respond as required.

- 8920 OP regarding grinding of a stump, which was approved and the work has been scheduled.
- 8912 OP regarding a tree and sap on their vehicle; Council will request that the Owner use a tarp in the meantime, as the removal of the tree will be investigated.
- 8912 GP requesting paint for a flower box, and advising that a bush in the backyard is pushing against the fence. The bush has been attended to by the gardeners.
- 8960 OP regarding an issue with their fan; Council directed the Property Manager to advise them that it was their responsibility to repair/maintain.
- 8933 OP regarding a gutter/downspout issue, which will be attended to by Ellis Maintenance.
- 8902 OP requesting permission to install a glass sunroom, which was denied.
- 3377 GD requesting permission to install security bars and window film, and also advising that they were installing an alarm system, all of which was approved. The Owner also requested information on the electrical wiring, which will require further investigation.

There being no further business to discuss, the Meeting was terminated at 8:10 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.

The next Council Meeting has been scheduled for Tuesday, November 3rd, 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.**