

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

Held: Wednesday, September 9th, 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
	Luke Matsuda	Hall Rental	604.420.9318
	Sandra Preston		604.421.8499

Regrets: Francyne Marumo Treasurer 604.420.0260

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 August 4th, 2009.

GUEST BUSINESS

3237 Ganymede Drive: The Owner presented Council with a petition signed by 131 residents at the complex requesting that Council consider having ASA Landscaping return as the contracted gardeners at the complex, and confirming that the Owners of a unit had permission to install a stove vent.

3377 Ganymede Drive: The Owner attended to follow up on the stump grinding and the interior moisture investigation; the Property Manager will follow up with the contractors.

3250 Ganymede Drive: The Owner attended to follow up on two issues pertaining to the unit, and find out what the status is. The Property Manager will follow up as these are outstanding concerns that require attention.

FINANCIAL REPORTS

1. **Monthly Reports:** It was moved, seconded (Hui/Franta) and carried, to approve the Financial Report for July 2009.
2. **Accounts Receivable:** An Owner in significant arrears has not responded to legal counsel regarding their account and therefore forced sale proceedings are continuing. **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.

BUSINESS ARISING FROM THE MINUTES

1. **Roof/Unit Inspections:** The consultant has been on site and has begun some preliminary work and inspections. The consultant made some initial observations indicating a high amount of interior humidity in a number of units, and how modifications can be made to help with this issue. The other preliminary concern is that some of the attic ridge venting may be blocked.
2. **Landscaping:** As noted under Guest Business, Council is in receipt of a petition requesting that the previous gardeners, ASA, be brought back. Council has received a quote from ASA and two other companies for consideration. Council discussed the matter at length and will make a determination at the next Council Meeting of which company will be awarded the contract. Council is concerned that, as there have been previous problems with ASA, Owners will not be happy should there again be problems with ASA.
3. **Gutters:** There continue to be issues with gutters and downspouts at the complex; extensive discussion took place on how to address them. Council has directed the Property Manager to investigate the costs of modifications and repairs, and contact Ellis Maintenance to have them attend on a weekly basis to clean specific gutters and downspouts, and also have Precision Gutters perform repairs as required. Council recognizes that a number of gutters are overflowing and the downspouts are disconnected, but Owners will have to be patient as it is very expensive for each service call.
4. **Line Painting:** This work has been completed; thank you to all residents for moving their vehicles during this time. Council is pleased with the results.
5. **Dryer Vent Cleaning:** City Air is required to come back and deal with a couple of problems that have arisen due to blocked vents. It was noted that 46 new vent covers were installed.
6. **Daycare/Preschool Issues:** A draft lease has been received and is currently being reviewed.
7. **Garbage Enclosures:** Westar provided a quote in the amount of \$5,700.00 for the enclosure. Council felt that this was too expensive and has directed the Property Manager to investigate other options, such as a basic enclosure with just posts, in order that the cost be more reasonable.

NEW BUSINESS

1. **Basement Improvements:** Owners are reminded that the basements were unfinished when built; they were only bare cement walls and floors. Any and all improvements or alterations to the basement and any other part of the Strata Lot are not the responsibility of the Strata Corporation to repair or maintain should there be damage due to broken water mains, etc. Please ensure that you have

proper insurance coverage in place for contents and improvements. In addition, if you have permits for installation of bathrooms, copies should be kept. If these are not available and there is a problem, there is a possibility that the bathroom may not be able to be put back in use. Please note that if a repair is required to a unit due to a water main break and walls are cut open, the basement will only be returned to its original "as built" condition.

UNIT ISSUES

1. **3338 Ganymede Drive:** Council reviewed a quote from Blue Mountain Services and discussed at length the repairs and options available. Council has agreed to approve the quote from Ashton Mechanical for a full replacement of the water main, with exterior shut offs for each unit. The Property Manager was directed to advise the Owners of the units affected and contact Ashton for a start date. {Subsequent to the meeting, Ashton Mechanical has advised they will be on site beginning Monday, September 21st, 2009.}
2. **3260 Ganymede Drive:** Ashton Mechanical will be asked to investigate and put together a quote for repairs to the water mains on this block as well.
3. **8918 Ganymede Place:** Ashton Mechanical has returned to repair this area, as well as the area by 8926 Ganymede Place.
4. **8926 Orion Place:** The drain tile by this unit must be cleaned; Ashton Mechanical will be asked to attend.
5. **3267 Ganymede Drive:** The power at this unit has gone off twice. As this is isolated to the unit, the Council has directed the Property Manager to suggest to the Owner to replace the breaker in the unit.
6. **Downspout & Gutters Repairs:** This has been noted under Business Arising.

<p>PLEASE DO NOT FEED THE SQUIRRELS, AS THIS IS CAUSING A PROBLEM THROUGHOUT THE COMPLEX.</p>
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CORRESPONDENCE

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

- 3315 GD regarding their downspout; this will be repaired as noted.
- 3348 GD requesting permission to replace the front door and fence; this was approved.
- 3270 GD thanking Council for the new handrail and advising that they would paint the old one and use it as a planter. Council directed the Property Manager to advise them not to do this as it should be removed.
- 8920 OP regarding a piece of loose flashing; the handyman will be directed to attend to this.

- 3347 GD advising that they would paint the fence, but cannot currently due to the tree branches; the gardeners will be requested to trim them all back.
- 3323 GD advising of a crack in the retaining wall by the front of the unit; the handyman will be directed to attend to this.
- 3359 GD requesting approval to replace the front door, which was granted, and concerns regarding access for squirrels in a certain area; the Property Manager was directed to follow up.
- 8942 OP requesting an extension until the end of September to paint the fence and the patio door frame, which was granted.
- 3275 GD regarding the requests for work in follow up to the walk around; the Owner advised that it will be dealt with.
- 8916 GP requesting an extension for painting the fence, which was granted, and a downspout which will be dealt with as noted.
- 8960 OP advising that they cannot paint the fence due to a blackberry bush being in the way; the gardeners will be asked to attend.
- 3332 GD requesting permission to replace their furnace and install a kitchen vent, which was granted.
- 8944 OP following up on a bylaw complaint letter. The Owner advised that they have dealt with the matter; Council advises that no fines will be assessed.
- 8924 GP apologizing for not moving their vehicle from visitors parking over the weekend.
- 3244 GD regarding a broken light fixture that may have been broken during the siding cleaning, which will be dealt with by Men in Kilts, and confirming that they have repaired their fence.
- 3218 GD advising of a broken gutter, which will be addressed.
- 8926 OP regarding the drainage at the unit, which is being dealt with, and requesting approval for a new deck and fence, which was granted.
- 3342 GD regarding their gutters, which is on the list for repairs.
- 8926 GP requesting approval to renovate the unit, which was granted; the Owner will be required to provide all proper permits.
- 3260 GD requesting approval to install a downstairs bathroom, which was granted; the Owner will be required to provide all proper permits and sign an alteration agreement.

There being no further business to discuss, the Meeting was terminated at 8:40 PM on a motion by the Council President.

EMERGENCIES

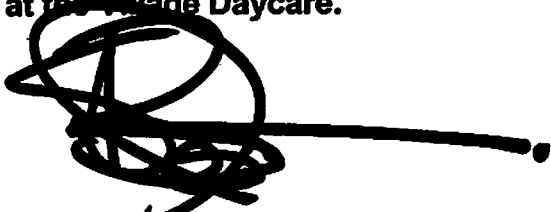
For after hours, holiday, or weekend emergencies, **DO NOT** call the Property Manager's direct line or send an e-mail. You need to call **604.432.7774** if you are calling regarding anything that cannot wait until the next business day.

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, October 6th, 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.**