

# West Coast Property Management LTD.



## Strata Plan NWS58 - Simon Fraser Village Council Meeting Minutes - July 10, 2024 3290 Ganymede Drive, Burnaby BC

### In Attendance

Moriah Power	President
Donna Linger	Assistant Treasurer/Member at Large
Joseph Henderson McCance	Secretary
Sandra Preston	Privacy Officer/Landscape Liaison
Sonny Shergill	Strata Agent, West Coast Property Management LTD

Guests: SL25, SL66, SL140, SL155 & SL167

### Regrets

Sheldon Armstrong	Treasurer
Ross Taylor	Assistant Secretary/Member at Large
Michelle Patzer	Vice President/Hall Rentals ***Resigned July 7, 2024***

### Call Meeting to Order

Sonny Shergill, Strata Agent calls the meeting to order at 6:36PM.

### Report on Litigation

The Strata Corporation is to report any current litigation as soon as feasible including Civil Resolution Tribunal matters.

### Approval of June Council Meeting Minutes

After discussion, it was Moved and Seconded to approve the minutes from the June 17, 2024 council meeting. CARRIED.

Please note the correction for the March Minutes

#3 Reported a roof repair for SL180. That number was to be SL 149.

#4 Reported a roof repair fro SL171. Than number was to be SL158

### Review of Financial Information

1. Review of Accounts Receivable as of June 17, 2024:

The Accounts Receivable, as of July 10, 2024, were reviewed. It was noted that multiple strata lots are in arrears, likely due to the change in property management, and The Strata Agent reports that reminder letters were sent to units in arrears. Council will hand deliver arrears notices to owners that have not set up PAD or not approved withdrawal of late strata fees.

### 2. Report on Unapproved Expenditures:

There are no unapproved expenditures to report at this time.

### 3. May 2024 Financial Statement:

The Financial Statements to May 2024 were reviewed and approval was tabled as the Treasurer is away.

### **BUSINESS ARISING FROM PREVIOUS MINUTES**

#### **1. Catchments:**

Council is awaiting the quotes from multiple companies, FlowSafe Plumbing and C&C Electrical/Mechanical for the service.

#### **2. Concrete and Blacktop Repairs:**

Council is awaiting the quotes from multiple contractors, Grantson Construction, Safe Sidewalks and Palmieri Brothers.

#### **3. Compost/Recycle Bin Replacement:**

Glass Bin has arrived and Compost bin is coming. Council has approved the grounds keeper to touch up paint on Garbage enclosures

#### **4. SL149 Roof:**

Council is awaiting an update regarding an invoice for work completed and quote for remaining work.

#### **5. Cannabis Usage:**

Grounds Keeper has found an increasing number of cannabis garbage around the property. Please pick up after yourself.

#### **6. Exterior Lighting:**

Council is obtaining another quote

#### **7. Pest Control:**

Council reviewed 3 quotes from BioPest, AllOut & Local Pest. It was motioned by the Council President and voted unanimously to hire All Out Pest Control. Strata Manager will follow up with Silver Fern about Attic repair.

#### **8. Line Painting:**

Council received 2 quotes but for the full complex, but only specific areas are required. Strata Agent will arrange a site walk with StarLine Line Painting and a council member.

#### **9. Annual Fire Inspection:**

Strata Agent has confirmed with the fire inspection company that there are no deficiencies requiring repair.

#### **10. SL 153 Water Leak:**

Strata Agent and Council President discussed this with the owner prior to the meeting and it was determined that updated paperwork was to be sent to the owner.

#### **11. Hall Rentals:**

Council are looking for a Volunteer to take over the Hall rental position.

#### **12. Landscaping:**

Council have requested quotes for new landscapers & snow removal contractors. Strata Agent will follow up with current landscapers, Good Earth, about fixing the garbage enclosure they broke last winter.

#### **13. Parking:**

Reminder that the new rule is in place. "Any vehicle parked in visitor parking must display the Strata Lot they are visiting on a piece of paper clearly and legibly on the dashboard. Failure to do so may result in fines and/or towing of the vehicle. This new rule is effective immediately."

**14. Rental List:**

Please be reminded that a Form K is mandatory for any owners renting their strata lots.

**15. Roofing Committee:**

Nothing new to report.

**Correspondence - Owners**

**1. SL105:**

An owner reported a new structure on the strata lot. Council reviewed and discussed. A bylaw reminder letter will be sent

**2. SL183:**

A concerned owner reported their concerns with the sump pump in their strata lot. Council discussed this at length and are awaiting for the quotes & report from the contractor selected for the cleaning.

**3. SL42:**

An owner requested council to prune a tree in the backyard of their strata lot. After discussion, the council has stated that this was not approved.

**Correspondence - Bylaw Violations**

Council reviewed all bylaw violations and provided decisions to the Strata Agent.

**New Business**

**1. Tree Service:**

Council requested a walkthrough with an arborist. Strata Agent will arrange with council member

**2. Repairs & Maintenance List:**

Council discussed the list at length and have agreed to engage with SilverFern to address items.

**3. Gutter Cleaning:**

Council requested the Strata Agent to obtain quotes for gutter cleaning in September & March

**4. Backflow Preventer Testing:**

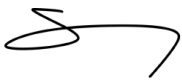
Council directed the Strata Agent to contact Xpert Mechanical to book the testing in September.

**Termination of Meeting**

The Strata Council Meeting was terminated at 8:18PM.

**Next Meeting**

The next council meeting is Monday August 12, 2024 @ 6:30pm.



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