

# West Coast Property Management LTD.



## Strata Plan NWS58 - Simon Fraser Village Council Meeting Minutes - October 7, 2024 3290 Ganymede Drive, Burnaby BC

### In Attendance

Moriah Power	President
Sandra Preston	Vice President/Privacy Officer/Landscape Liaison
Donna Linger	Assistant Treasurer/Member at Large
Sheldon Armstrong	Treasurer
Ross Taylor	Assistant Secretary/Member at Large
Sonny Shergill	Strata Agent, West Coast Property Management LTD

### Regrets

Joseph Henderson McCance	Secretary
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Guests: SL155, SL5, SL25, SL101, SL114, SL127, SL81

### Call Meeting to Order

Sonny Shergill, Strata Agent calls the meeting to order at 6:32PM.

### Owner Presentations

1. SL 25 - The owner noticed that there were people in the common building at a time during which it typically would not be occupied. Council was unsure of the occasion or who would have been in the building at this time and would look into it.
2. SL155 - The owner raised questions about the August and September minutes, including an erroneous strata lot number in the August minutes and lack of continuity between minute items from one month to the next. Council replied that they would review the minutes from August and September to identify and correct any errors.
3. SL 114 - The owner reported their ongoing frustration with mice in their unit and lack of communication and action on the part of the pest control company to address the concern. The strata agent responded we are having a new pest company starting in January when the current contract with Atlas has expired.
4. SL114 - The owner brought forth a concern that there is a dying tree near their property that they would like to have removed. There will be a visit to the site by the arborist and this concern will be investigated at that time.
5. SL127- The owner requested that strata repair a front exterior light that is not working. Council replied that Strata did not approve or pay for the previous replacement of this unit's exterior light and it would be the owner's responsibility to repair.

### Report on Litigation

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

### **Approval of August Council Meeting Minutes**

After discussion, it was decided to approve the minutes from the September 9, 2024 council meeting via email after review.

### **Review of Financial Information**

#### **1. Review of Accounts Receivable as of October 4, 2024:**

The Accounts Receivable, as of October 4, 2024, were reviewed. It was noted that multiple strata lots are in arrears. Council and delivered 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. August 2024 Financial Statement:**

The Financial Statements to August 2024 were briefly discussed and tabled for approval until the next meeting.

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

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

Council discussed the quote which had been received by Palmieri Brothers for repairing various identified areas of concrete and asphalt throughout the complex. The quote lists eleven different areas of concern. Based on the state of repair and the amount allocated in the budget for such repairs, items #9 (sidewalk behind the childcare) and #11 (asphalt sidewalks in Ganymede Drive and Ganymede Place) were identified as priorities that fit within the budget for this year. Combined, the quoted amount is a small amount more than the budget but the difference could come from general repairs. A motion was put forth to request Palmieri Brothers complete Item 9 and Item 11, based on the quote. Seconded and Carried.

#### **2. Gutter Cleaning**

Cleaning of the gutters by Men in Kilts had been approved at the previous council meeting and is scheduled to take place on October 8, 2024. Information and request for access to yards has gone out to owners.

#### **3. Handyman List**

Additions to the Handyman list were discussed and the Strata Agent will solicit quotes from Silverfern and SmartChoice.

#### **4. Snow Removal Quotes**

Quotes have been received in time for the council meeting from two companies; SWIX and NWPM. A third company, MINT, submitted a quote this day that was not included with the meeting agenda. As council did not have time to review all three quotes, further discussion will take place over email with any voting to be ratified at the next council meeting.

#### **5. Garbage Enclosure Repairs**

The garbage enclosure which was damaged by the landscaping company remains unrepaired. This is due to a disagreement between the Strata and the landscape company regarding which party is responsible for the costs of materials and labour. Following discussion, council decided that it was in the best interest of the owners make the necessary repairs as soon as possible. Based on a previous quote from Silverfern, a MOTION was put forth to request Silverfern repair the garbage enclosure, based on their previous quote of \$600 plus GST for materials and labour. **SECONDED. PASSED.** The strata agent was directed to contact Silverfern to have the repairs made.

#### **6. Compost Bins**

The City had reported that the new bins would be provided to the strata before the end of September but these have not yet been provided. The City also reported that the new bins

should be considered only a temporary measure and suggested that the process of removing compost bins until pick-up time is a viable solution that has proven effective elsewhere. After discussion, council decided to investigate more suitable long-term solutions and instructed the Strata Agent to gather information on alternate bear-proof enclosures. The council will also request that the City send out Bear Aware notices to owners

#### 7. Sumps

Flowsafe will be onsite Oct 15 and 16 for inspection and maintenance of the exterior sumps. Notices will be sent to owners who have exterior sumps for which access is obstructed. Notices will be sent out at another time for owners who have interior sumps.

#### 8. Roofing

The strata agent has received one report on the conditions of roofs and is waiting for two other quotes. This information will be provided by the council to the roofing committee.

### **Correspondence - Owners**

#### 1. SL101

A complaint from the owner regarding a fruit tree was reviewed. Council has instructed the Strata Agent to bring this issue to the attention of the owner of the unit with the fruit tree.

#### 2. SL101

A complaint from the above owner regarding the line painting was reviewed. Council has moved the line painting to the spring due to the weather in the fall.

#### 3. SL101

A complaint from the owner regarding the food waste bins was reviewed. Council is currently working on solutions regarding the food waste bins.

#### 4. SL118

A complaint from the above owner regarding in suite pest issues (Silverfish). Council discussed and these issues are to be dealt with by the owner.

#### 5. SL118

A request was made by the owner regarding the installation of a metal fence and air conditioning unit. Council discussed and the owner will be informed of the bylaws regarding the fence materials and more information will be requested for the installation of the AC unit.

#### 6. SL155

A request was made by the owner to remind all residents regarding bylaw 4.8 due to the recent election and the lawn signs.

### **Correspondence - Bylaw Violations**

#### 1. SL126 - Bylaw Violation - Form K

Bylaw Violation - Form K Outstanding: The Council approved the letter to stand as a warning, as the owner provided the Form K

#### 2. SL132 - Bylaw Reminder Letter - Use of Property

Bylaw Reminder Letter - Use of Property: The Council approved the letter to stand as a warning as a response was provided by the owner to comply with the bylaws.

#### 3. SL142 - Bylaw Violation Letter - Parking

Bylaw Violation Letter - Parking: The Council approved a possible fine letter to be sent as the storage insurance was not yet provided.

#### 4. SL161

The Council approved the letter to stand as a warning as a response was provided by the owner. Council has reviewed the bylaws and the owner is not in contravention.

#### New Business

##### 1. Atlas Pest Control Monthly Report

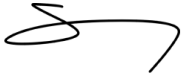
Council reviewed the monthly report provided.

#### Termination of Meeting

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

#### Next Meeting

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



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