

West Coast Property Management LTD.



Strata Plan NWS58 - Simon Fraser Village Council Meeting Minutes - Monday February 3, 2025 3290 Ganymede Drive, Burnaby BC

In Attendance

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

****Donna Linger stepped down from council at the end of the meeting****

Regrets

Joseph Henderson McCance Secretary

Guests: SL117, SL25, SL85, SL155

Call Meeting to Order

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

Owner Presentation: SL155 spoke to their concern with mice getting into units. The owner reported that, to mitigate mice getting into their unit, they have installed stainless steel mesh around exterior basement walls at places where they identified gaps between the foundation and sill plate. The owner reported this has helped with the mouse issue, but they are still concerned that mice may be able to enter through other units, which may have similar gaps and the owners wanted to bring this concern to the attention of the council.

Owner Question: SL155 inquired if the previous management company has passed on all documents and communication to the current management company. The strata agent responded that they have received several unorganized boxes of historic documents but that the previous management company has not provided requested email communications or responded to requests from the current strata agent for these communications. The strata agent continues to follow-up with the previous management company to get this issue resolved.

Report on Litigation

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

Approval of the Strata Council Meeting Minutes of January 13, 2025

It was pointed out that the following item was missed in the January minutes sent to the owners: A motion was put forth in the January council meeting that a part of the CRF be transferred into Guaranteed Investment Certificate in order to earn interest. This motion was voted on and unanimously approved by council. Otherwise, a motion was put forward to approve the Strata Council Meeting Minutes from January 13, 2025 as circulated (passed unanimously).

Review of Financial Information

1. Review of Accounts Receivable as of January 31, 2025:

The Accounts Receivable as of January 31, 2025, were reviewed, it was noted that multiple accounts were in arrears and arrears letters have been sent.

2. Report on Unapproved Expenditures:

There are no unapproved expenditures to report at this time.

3. December 2024 Financial Statement:

The Financial Statements to December 2024 were briefly discussed and approved.

BUSINESS ARISING FROM PREVIOUS MINUTES

1. Handyman List: The outstanding list of jobs assigned to the handyman have been completed with the exception of moving the garbage enclosure wall to increase the width of an owner's parking spot. A quote and scope of work has been requested for this work.

2. SL67 Sump Relocation: FlowSafe has attempted to set up an opportunity to assess the issue but have not yet been able to find a day/time that mutually works for them and the owner.

3. Roofing: The strata agent is still gathering complete quotes from three companies for replacing roofs. Once more information has been provided to council regarding the cost and scope of work, council will consider the most suitable options and timeframe for repairs to present to owners.

4. Electrical Upgrades: A council member met with one contractor on site to assess the scope of work required and council is waiting for a quote. Once all necessary information is in place, the council will bring the project to owners for consideration.

Correspondence - Owners

1. SL6 Water Issue: The owner sent correspondence to the strata agent reporting an issue with discoloured water in their laundry cold water, which may stem from a previous repair to strata property that was completed by Expert Plumbing in 2023. The strata agent will arrange to have this concern investigated.

2. SL157 Concrete Slab Leveling: The owner submitted a concern about the concrete slab in his backyard sloping toward the building. Council noted that there are a number of slabs in the complex with similar issues and council has been working to identify and rectify these concerns. The strata agent will gather more information about the slab at SL157 to determine if leveling or removal is appropriate and when this might happen.

3. SL105 Complement to Caretaker: The owner sent an email to council complimenting Denise, the onsite caretaker, for her recent efforts in clearing snow, which was greatly beneficial for residents with mobility challenges and small children.

4. SL80 Tenant Garbage: An owner sent correspondence to the strata agent to draw attention to a large amount of garbage that had been left by tenants during a move out, in and around a cardboard recycling bin on Ganymede Drive. The strata engaged a contractor to remove the garbage and the strata agent has sent a letter and invoice for the cost of clean-up to the unit owner.

5. SL118 Water Leak from Backyard: A high-pressure water leak was observed coming from the backyard of SL118 and it was identified that an outdoor sink had been installed on limited common property without approval. A bylaw reminder letter with request to remove the outdoor sink was sent to the unit owner by the strata agent.

New Business

1. AGM Discussion: The notice for the Annual General Meeting, including the agenda, 2024 financial statements, proposed 2025 budget, and resolutions was sent out to owners this week, both digitally and paper copies. The council reviewed the package with the strata agent. The AGM is scheduled for February 26, 2025, with registration beginning at 6:30 p.m. and the meeting being called to order at 7:00 p.m.

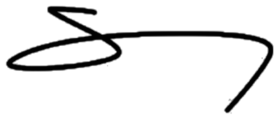
2. Council member Donna Linger indicated that she intended to resign from council at this time. The council thanks Donna for her service.

Termination of Meeting

The Strata Council Meeting was terminated at 8:00PM.

Next Meeting

The next council meeting is Monday March 3, 2025 @ 6:30pm in the hall.



Sonny Shergill, Strata Agent
West Coast Property Management LTD
604.914.2135 ext 5
teamshergill@westcoastpm.ca
www.westcoastpm.ca