

West Coast Property Management LTD.



Strata Plan NWS58 - Simon Fraser Village Council Meeting Minutes - Monday April 7, 2025 3290 Ganymede Drive, Burnaby BC

In Attendance

Moriah Power	President
Sandra Preston	Vice President
Ross Taylor	Secretary
Maxine Haberl	Member at Large
Sonny Shergill	Strata Agent, West Coast Property Management

Regrets

Joseph Henderson McCance	Member at Large
Sheldon Armstrong	Treasurer

Guests: SL3, SL106, SL25, SL155, SL117

Call Meeting to Order

Sonny Shergill, Strata Agent calls the meeting to order at 6:33PM.

Guest Presentations

SL155 presented on a number of concerns to strata including:

- A request for council to prioritize purchasing materials and services produced in Canadian, as well as require companies providing quotes for service to the strata corporation include information about the sources of their materials. The owner had spoken to this request at the AGM and felt that the request was inappropriately dismissed at that time; therefore, the owner presented their request again at this council meeting. Council responded that they would discuss this concern.
- A request that council explain how proxy votes from 17 owners, which were provided to council members at the AGM, were accounted for. Council responded that were the proxies were divided between two council members and the proxy votes were registered in accordance with each owner's expressed preferences.
- A question if the word 'wage', which was used in the budget outline in reference to payments made to the caretaker, changed? This concern was raised that the AGM. The strata agent responded that this change is in process and the word 'wage' is being replaced with the word 'payment'.
- A question, if funds that were missing in the budget from the daycare income have been accounted for. The strata agent responded that this issue is on the agenda for a planned meeting with the treasurer.
- A request that the strata agent provide information to owners regarding the roofing quotes that have been gathered, including the names of the three companies who provided quotes for roofing repairs, as well as the dates the companies were contacted. The Strata Agent responded he will look to provide a response to this request via email.
- A request that the council provide information to the owners to clarify the reason for the discrepancy in the insurance portion of the budget that had been identified at the AGM. The strata agent responded that this issue is on the agenda for a planned meeting with the treasurer.
- A request that the management company provide information to owners about the plan for

interest paid to the strata corporations accounts by the bank, which was discussed at the time West Coast Property Management was retained by the strata corporation. The strata agent responded that he will follow up.

- A question about the status of the report and quote that was provided by BC Tree Health Tree that was generated from when the arborists visited the complex. The strata agent responded that this item is on the agenda for tonight's meeting.

SL 25 also presented several concerns to council, including:

- A question about the status of the AGM minutes. The Strata Agent responded that council had recently reviewed and approved the minutes from the AGM and that they would be provided to owners shortly.
- A request that her gutters, which are clogged, be cleaned. This was added to the Handyman List (below).
- An inquiry about the status of the repair to the double sump and related electrical pumps at SL32 and SL35. This sump and pumps were slated for repair but this work has not yet taken place. Council responded that the company contracted to complete this work, FlowSafe, has been asked repeatedly to complete this work, but they have not yet done so. Council is in the process of soliciting quotes from other companies.

SL 3 requested information about status of repairs to their drain tile which was the source of water ingress into their basement. The owner is concerned that the work to replace the drain tile has not been completed to date and water in the basement continues to be an issue. The owner requested that the down spout from the roof to be diverted away from their unit until the necessary repairs can be made to the drain tile. Council and the strata agent responded that FlowSafe, the company retained to deal with the issue, reported that they had diverted the drain tile sufficiently to prevent further ingress of water until the full replacement of the drain tile can be completed. As well, FlowSafe has not yet provided a quote for the full repairs, and they have not been responsive to requests by council for a quote or timeframe for the work. Council will continue to follow up with FlowSafe as well as solicit quotes from other companies.

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 March 3, 2025

motion was put forth and seconded to approve the minutes, as published, of the strata council meeting of March 3, 2025 - Approved Unanimously.

Review of Financial Information

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

The Accounts Receivable as of March 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. January 2025 Financial Statement:

The Financial Statements to January 2025 were briefly discussed and ultimately were tabled until further review.

BUSINESS ARISING FROM PREVIOUS MINUTES

1. Landscaping Update: Council and the Strata Agent have spoken with the landscaping company to ensure that there are sufficient workers on site and that they are completing all of the necessary work. There have been some areas of the property that have been done well

and there are some areas that need more attention. There was one issue with the landscapers cutting an owner's personal plants without their permission and it was identified by council that the company may not be using sufficient leaf blowers clear the entire area. Council will continue to monitor and provide feedback to the landscaping company as necessary.

2. Handyman Update: The change in size of one garbage enclosure, which increases the size of a parking spot, has been completed. The blocked downspout that an owner communicated to council has been added to the Handyman List but not yet addressed. The blocked downspout identified by SL25 at tonight's meeting has also been added the Handyman List.

3. SL67 Sump Pump Relocation: Council discussed the concern that a plan still has not been received from FlowSafe for relocation of the interior sump at SL67. Quotes have been received from two other companies. The quote from Clearly Plumbing and Drainage was reviewed and a motion was put forth to approve the Clearly Plumbing and Drainage quote, pending the drain tile repair at SL3 being completed first (seconded, approved unanimously).

4. Roofing Repairs: The Strata Agent reported that he has spoken with Uptown Roofing about repairs for the two roofs which have leaks and are currently tarped. Uptown Roofing responded that they will come to do that work as soon as the weather permits. As well, when the weather permits, Uptown Roofing will start to compile and prioritize a list of roof replacements.

5. Electrical Modernization: BC Hydro has not yet responded to the information provided by Woola. Once a response has been received, the council will determine the next steps with Woola.

6. Tree Plan: BC Tree Health has provided a plan for management of tree concerns on the property, with their recommendations grouped by priority. Council has reviewed the plan and priorities. A motion was put forth to move forward with the recommendations identified as highest priority (Priority 1) in the plan provided by BC Plant Health (seconded, approved unanimously).

7. Hall Office: The office in the common building has been cleaned out and is ready for painting. The strata agent will contact a handyman for a quote to paint the walls and ceiling in the office space.

8. Completion of Permits and Inspection for Renovation: SL15 had previously been asked to obtain the necessary permits and inspection for renovation work that was completed without council having a record of permits. SL15 has now obtained the permits and inspections have been completed.

Correspondence - Owners

1. SL157 - Requested they be allowed to replace their exterior door. This was discussed and the request approved, as long as the replacement door is of the same size, is white or brown in colour, and is rated for exterior installation.

2. SL3 - Water Loss Reports & Quote for Repairs. See above; this item was discussed as the owner attended tonight's meeting and spoke to their concerns.

3. SL155 - Landscaper Complaint - PG 27. The owner had written that landscapers had trimmed their personal plants without their permission. Council apologized for this happening and have spoken with the landscapers about this concern.

New Business

1. Hall Rentals - Tabled for discussion at this time

2. Fence Paint: There is some fence paint left over but stocks need to be replenished for the spring. A motion was put forth to approve up to \$1000 to purchase a quantity of Cloverdale oxford brown fence paint (seconded, approved unanimously).

Termination of Meeting

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

Next Meeting

The next council meeting is Monday May 5, 2025 @ 6:30pm in the hall.



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*****PLEASE BE ADVISED, MOVING FORWARD THE BELOW BYLAWS WILL BE IN EFFECT REGARDING OWNERS ATTENDING A COUNCIL MEETING*****

Council meetings

19.4 Residents may attend council meetings as a delegate or delegation. Once the meeting has been called to order they may remain as observers providing they remain silent for the balance of the meeting, unless called upon by a council member.

Request for council hearing

34.1 (1) By application in writing stating the reason for the request, an owner or tenant may request a hearing at a council meeting.

(2) If a hearing is requested under subsection (1), the council must hold a council meeting to hear the applicant within 4 weeks after the request.

(3) If the purpose of the hearing is to seek a decision of the council, the council must give the applicant a written decision within one week after the hearing.