

West Coast Property Management LTD.



Strata Plan NWS58 - Simon Fraser Village Council Meeting Minutes - Wednesday, August 13, 2025 3290 Ganymede Drive, Burnaby BC

In Attendance

Moriah Power	President
Sandra Preston	Vice President
Sheldon Armstrong	Treasurer
Maxine Haberl	Member at Large
Joseph Henderson McCance	Member at Large
Sonny Shergill	Strata Agent, West Coast Property Management

Regrets

Ross Taylor	Secretary
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Guests: SL25, SL155 & SL106

Call Meeting to Order

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

Report on Litigation

The Strata Corporation is to report any current litigation as soon as feasible including Civil Resolution Tribunal matters. There is no litigation to report at this time.

Approval of the Strata Council Meeting Minutes of July 7, 2025

It was Moved, Seconded and Carried to approve the Strata Council Minutes of July 7, 2025, as previously circulated.

Review of Financial Information

1. Review of Accounts Receivable as of August 12, 2025:

The Accounts Receivable as of August 12, 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. June 2025 Financial Statement:

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

Business Arising From Previous Council Meeting

1. Handyman Tasks:

The list of tasks has been updated and the handyman will complete this work as able.

2. SL67 Sump Pump Relocation:

Quotes were provided for tree removal by BC Plant Health and Clearly Plumbing to remove the tree. It was motioned to approve the quote from Clearly Plumbing and move forward with tree removal (seconded, approved).

3. Electrical Modernization Project Update:

BC Hydro has been provided with preliminary information and strata are waiting for them to respond. The Strata Agent will continue to follow up with BC Hydro on this matter. Strata Agent will consult with Woola regarding aspects of the project that don't require BC Hydro input.

4. Compost Bin Enclosure Update

This work is in the planning stages. 3 bins have been damaged by bears and have been replaced. *Residents are reminded to securely close the bins using the clips to limit wildlife access.*

5. Hall Rentals

Council is finalizing the implementation of an online booking system. Information will be shared with owners when the system is available to be used.

6. Tree Plan Update

Council is still waiting for an invoice for this completed work.

7. Drain Blockage

The strata agent is working with Clearly Plumbing to determine a timeline for this work. Notices will be provided to owners as the company will need access to backyards which have downspouts.

8. Sump Pump Repairs

The strata agent is awaiting a quote from Clearly Plumbing for this work.

9. Roof Cleaning

The strata agent has solicited quotes for this work and is waiting to hear back from companies.

10. Financial Audit

The strata agent will follow up with one company who has provided a quote regarding the proposed audit scope.

11. SL17 - Chargeback Dispute

The strata agent is awaiting an official statement from the restoration company so more information can be shared with the owner.

12. Daycare Provider

The new contract is under review by the strata council.

Correspondence - Owners

1. SL73: July 14, 2025 - Email regarding parking concerns and gardeners.
2. SL17: July 14, 2025 - Email disputing chargeback (Business Arising from Previous Council Meeting item #11)
3. SL37: July 22, 2025 - Email regarding gardeners.
4. SL73: July 23, 2025 - Email regarding displaying of flags.
5. SL32: July 30, 2025 - Email regarding gardeners
6. SL17: July 30, 2025 - Email requesting follow up on chargeback dispute (Business Arising from Previous Council Meeting item #11)
7. SL88: July 30, 2025 - Email regarding gardeners.
8. SL106: July 30, 2025 - Email regarding gardeners.
9. SL124: Aug 11, 2025 - Email request to remove a nuisance tree

The communication was discussed by council, either via email or in the council meeting. The Strata Agent will respond to each owner's correspondence accordingly.

New Business

1. Gardeners

Feedback on gardeners has been received and noted by the council.

2. Roof Replacement Project

Quotes for the roof replacement project have been received and will be reviewed.

3. Break-ins

Owners at two units have reported that break-ins occurred. Both units had the intrusions made or attempted through the back sliding door.

4. Strata Meeting minutes

A motion to no longer provide hard copies of Strata meeting minutes was raised - they are circulated via email to Owners and accessible via the West Coast Property Management online portal (seconded, approved). A notice will be circulated to owners regarding this change.

In-Camera


The meeting was moved in-camera at 7:15 p.m. Responses to owner correspondence discussed in-camera will be sent to owners. The meeting was moved ex-camera at 7:37 p.m.

Termination of Meeting

The meeting was terminated at 7:37 pm.

Next Meeting

The next council meeting is Monday September 8, 2025, @ 6:30pm in the community hall, 3290 Ganymede Drive.



Sonny Shergill, Strata Agent
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