
Strata Plan NWS58 - Simon Fraser Village Council Meeting Minutes - Monday September 8, 2025 3290 Ganymede Drive, Burnaby BC

In Attendance

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

Guests: SL25, SL106, SL155, SL117 & SL81

Call Meeting to Order

Sonny Shergill, Strata Agent calls the meeting to order at 6:31PM.

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 August 13, 2025

An error was found in the minutes distributed for the August 13, 2025 council meeting. An item under Owner Correspondence was identified as SL37; this should have read as SL73. A motion was introduced to approve the August 13, 2025 minutes with an amendment to correct SL37 to SL73 - seconded, carried.

Review of Financial Information

1. Review of Accounts Receivable as of August September 5, 2025:

The Accounts Receivable as of September 5, 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. July 2025 Financial Statement:

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

Business Arising From Previous Council Meeting

Handyman Tasks: The handyman has been completing tasks when able. Council requested the Strata Agent get an updated list from handyman of the work which has been completed and which is outstanding. The caretaker identified a rotten fence and sign on common property; the Strata Agent will add these items to the handyman list.

SL67 Sump Pump Relocation: Strata is awaiting approval from the City of Burnaby for removal of the tree that is required to complete the sump relocation. Once the permit is obtained, the work will move forward.

Electrical Modernization Project: Progress on this project is largely determined by BC Hydro providing

information and approvals. BC Hydro is behind schedule on approvals for stratas and this has impacted our timeframe. At this time, Council is investigating the work required to update the equipment in the meter closets. The equipment in the electrical closets is aging and at risk of failure and should be replaced regardless of the status of the wider project. Council will meet on sight with an electrician to look at the electrical closets and gather information about the work and cost associated with updating this equipment.

Compost Bin Enclosure: Although there has been less bear activity overall in the complex this year, the council continues to work on long-term solutions to better secure the compost bins. There was a discussion of how we might best secure the bins in a way that still allows the caretaker to move the bins easily at pick up times.

Hall Rentals: The hall booking system website is now live and owners are reminded to use this in order to book the hall. To access the booking system and information, visit www.simonfraservillage.com. The council continues to look into improving access to the building.

Tree Plan Invoice: The invoice for work completed by BC Plant Health has been received. The total invoice is slightly less than the previously quoted amount. A motion was introduced to pay the invoice - seconded, carried. The strata agent was also asked by council to reach out to BC Plant Health for a plan and quote for work that will be completed next year based on the tree plan.

Drain Blockage: The strata agent will coordinate with Clearly Plumbing to get the work started.

Sump Pump Repairs: Clearly Plumbing will provide a quote for this work once the full scope has been determined.

Financial Audit: The strata agent received a quote from Dong-Russell CPA to conduct a financial audit for the strata corporation. A motion was introduced to approve the quote and move forward with the financial audit - seconded, carried.

SL17 Chargeback Dispute: The strata agent has received an official report and statement from the restoration company indicating that source of the moisture ingress is not from common property and therefore not the responsibility of the strata.

Roofs and Gutters: The strata agent has provided the council with several quotes for roofing replacement. Council reviewed the quotes and provided the strata agent with follow-up questions for the companies who provided the quotes. The strata agent had a company conduct a walk-through of the property to provide a cost for roof and gutter cleaning. Council discussed and requested the strata agent reach out to other companies for comparison quotes to blow debris off the roofs and clean the gutters and downspouts. As general maintenance, owners are asked to periodically check downspout traps associated with their units to remove any debris. Information on how to do this is included at the end of these minutes.

Landscaping: The strata agent has received quotes for landscaping services from Elite Landscape and Good Earth. The strata agent will gather further quotes for landscaping services for the coming year and provide these to council for consideration.

Daycare Contract: Council is working on the terms of the new contract for the daycare provider.

Bylaw Review: Council is reviewing wording options for a new harassment bylaw, after which it will be vetted by a lawyer, as well as reviewing the wording of the other bylaws. When completed, bylaw additions or changes will be presented to owners at the next AGM.

Bear-Resistant Rodent Traps: Council has been unable to identify any viable solutions for the issue of bears destroying the rodent traps.

Playground Signs: This work is in progress.

Bin Cleaning Quote: Coastal Softwash provided the Strata Agent with information regarding the approximate cost for compost bin cleaning, which was equivalent to the cost currently charged by Happy Bins. A separate service offered by Coastal Softwash that Happy Bins does not provide is

occasional cleaning of recycling bins at an additional cost. The Strata Agent will reach out to Coastal Softwash for a formal quote.

Correspondence - Owners

Aug. 12, 2025: SL 187 re Renovation Request.

Aug. 25, 2025: SL124 re Tree Removal.

Aug. 28, 2025: SL118 re Tree Trimming Concern & Fence: A motion was tabled to approve installation of a metal fence with wood trim, as long as both the wooden and metal components of the fence are colour-matched to Cloverdale Oxford Brown.

Sept. 4, 2025: SL146 re Paint Request

Aug 28, 2025: SL157 re Leveling Backyard Pad

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.

In-Camera

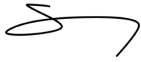
The meeting was moved in-camera at 7:16 p.m. Responses to owner correspondence discussed in-camera will be sent to owners. The meeting was moved ex-camera at 7:58 p.m.

Termination of Meeting

The meeting was terminated at 7:59 pm.

Next Meeting

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



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