

**STRATA PLAN BCS 3191 - GRAND LANE**

**TIME & LOCATION:**

8:15 p.m.  
Via Zoom

**STRATA COUNCIL**

2025/26

**President**

Felix Tan

**Vice President**

Bing Zhou

**Treasurer**

Reynaldo Linsangan

**Secretary**

Li Vern Yap

**At Large**

Vasant Jain  
Rahman Saifur  
Alex Nase

**STRATA PORTAL**

<https://bcs3191.strataportal.ca>

**STRATA MANAGER**

Simon Wang

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**ATTENDANCE**

Felix Tan  
Bing Zhou  
Reynaldo Linsangan  
Rahman Saifur  
Alex Nase

Simon Wang, Strata Manager

**(1) Call to Order**

The meeting was called to order at 8:15 p.m. and a quorum was established.

**(2) Election of Council Officers**

It was moved, seconded and carried to elect the council officers as follows:

President:	Felix Tan
Vice President:	Bing Zhou
Treasurer:	Reynaldo Linsangan
Secretary:	Li Vern Yap
At Large:	Vasant Jain Rahman Saifur Alex Nase

**(3) Adoption of Previous Minutes**

It was moved, seconded, and carried to adopt the minutes of the October 2, 2025 council meeting as distributed.

**CARRIED**

**(4) Items Raised at the Annual General Meeting**

Council reviewed and considered the matters raised at the Annual General Meeting as follows:

a) Parking in Front of Properties

Council noted that owners expressed concerns regarding impeded emergency access and general safety risks caused by vehicles parked directly in front of residential units. Owners requested that Council take appropriate steps to enforce the relevant parking bylaws. Council confirmed that it will enforce the Bylaws accordingly.

b) Visitor Parking Stalls

Council noted owners' reports that certain residents have been routinely using visitor parking stalls for overnight parking, thereby reducing availability for legitimate visitors. To address this issue, Council resolved to implement a visitor parking pass system to ensure proper identification of authorized vehicles. Vehicles parked in visitor stalls without a valid pass will be subject to towing at the vehicle owner's expense. Council further resolved that two parking passes will be issued to each unit.

c) Security Camera System

Council noted the owners' recommendation that the Strata Corporation consider installing a security camera system to enhance site security, support monitoring efforts, and deter unauthorized activity.

Council will propose amendments to the Bylaws at next year's Annual General Meeting to incorporate appropriate privacy provisions.

d) Rat Prevention Program

Council observed that the existing rat prevention program appears to be functioning effectively. Given the strata's location and its associated vulnerability to rodent activity, owners expressed support for the continued implementation of this program.

e) Clean-Up of Rear Property Area

Council noted the owners' proposal that the rear area of the property be cleaned and maintained in an orderly manner, with storage limited to barbecue equipment and patio furniture.

f) Snow Removal

Council reiterated that every unit must be responsible for doing snow removal for the areas in front of their garages as per the common practice at Grand Lane. Please also see the Rules of Snow Removal attached to these minutes. Council will enforce the Rules.

g) Bylaw Enforcement Bylaw Procedures

Council reiterated the bylaw enforcement procedures, starting by issuing a notification letter, which will include:

- Address the concerns,
- Quote the Bylaws or Rules
- Advise the owner or tenant's rights, i.e. to respond within a reasonable period of 14 days, or request a council hearing

Council will decide based on the complaint and response.

**(5) TERMINATION**

As there were no additional matters to discuss, the meeting was terminated at 8:35 p.m.

The date of the forthcoming Council meeting will be determined and announced upon receipt of the Depreciation Report and the Electrical Planning Report.

Submitted By:



Simon Wang  
Strata Manager  
Metrowest Building Services Ltd.

Owners and residents are required to submit their requests or concerns in writing to the Strata Council through the Strata Manager. This ensures that the Council can review and address them at the next Council meeting.

Please note that copies of Council and General Meeting minutes should be retained for a period of two years. Additional copies are available upon request and may incur a fee.