

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 939,  
RIVER SPRINGS, HELD ON THURSDAY, APRIL 10, 2008, AT 7:00 PM IN THE  
RECREATION CENTER, 1950 LODGE DRIVE, COQUITLAM, BC**

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Council in attendance:                      Chuck Davidson, President  
    Chris King, Vice-President/Lake Liaison  
    Kelly Wainwright  
    Peter Endisch, Communications  
    Jose Lopez, Treasurer (left 8:45 pm)  
    Hamish Wheatley, Landscaping  
    Linda Fitzgerald, Social Committee (arrived 7:50 pm)

    Allan Grandy,  
    Strataco Management Ltd.

**CALL TO ORDER:**

The meeting was called to order by the Strata Council President, Mr. Chuck Davidson, at 7:10 pm.

**STRATA COUNCIL EXECUTIVE:**

Mr. Kelly Wainwright advised that, due to work commitments, he would have to step down from the position of Strata Council President. He will remain on Council, however. It was then

**MOVED AND SECONDED:**

That Mr. Chuck Davidson be appointed as President of the Strata Council.

*MOTION CARRIED UNANIMOUSLY*

It was further

**MOVED AND SECONDED:**

That Chris King be appointed Vice-President of the Strata Council.

*MOTION CARRIED UNANIMOUSLY*

**MINUTES OF THE MEETING OF MARCH 13, 2008:**

It was

**MOVED AND SECONDED:**

That the minutes of the meeting of March 13, 2008 be adopted as distributed.

*MOTION CARRIED UNANIMOUSLY*

**BUSINESS ARISING FROM THE MINUTES:**

The President forwarded to staff copies of correspondence regarding the provision of information to an owner pertaining to a donation of the previous Strata Council's honorariums to the Cancer Society.

**STRATA MANAGER'S REPORT:**

**1) Finance Report**

Financial Statements

The Strata Manager tabled copies of the financial statement for the month of February 2008. The Finance Committee Chairperson reported that he had reviewed the financial statement and found it to be in order. It was then

**MOVED AND SECONDED:**

That the financial statement for the month of February 2008 be adopted as distributed.

*MOTION CARRIED UNANIMOUSLY*

Receivables Report

The Strata Manager reviewed with Council those strata lots having outstanding balances as of the date of the meeting. Subsequent to this review, it was

**MOVED AND SECONDED:**

That a lien be authorized for registration against strata lot 152 for the collection of all outstanding monies and associated costs of collection pursuant to the provisions of the bylaws of the Strata Corporation and the Strata Property Act of BC.

*MOTION CARRIED UNANIMOUSLY*

It was further

**MOVED AND SECONDED:**

That a lien be registered against strata lot 168 for the collection of all outstanding monies and associated costs of collection pursuant to the provisions of the bylaws of the Strata Corporation and the Strata Property Act of BC.

*MOTION CARRIED UNANIMOUSLY*

It was further

**MOVED AND SECONDED:**

That a lien be registered against strata lot 385 for the collection of all outstanding monies and associated costs of collection pursuant to the provisions of the bylaws of the Strata Corporation and the Strata Property Act of BC.

*MOTION CARRIED UNANIMOUSLY*

RBC Investments Statement

The Strata Manager tabled copies of the most recent RBC investment statement as received since the last meeting of the Strata Council.

Audit

It was confirmed that the 2006/2007 audit remains in progress at this time.

**2) Staff Report**

Resident Caretaker Logs

The Strata Manager confirmed receipt of the resident caretaker logs, which are kept on file for referral, as required.

Relief Caretaker Logs

The Strata Manager tabled copies of the relief caretaker logs for Council's information.

Water Aerobics Instructor

The Strata Manager noted that enquiries have been made through several sources, including the Red Cross, for the names of water aerobic instructors who may be available for the Strata Corporation to retain during the summer season for a water aerobics program at the pool. At this time no candidates have been identified.

Swim Instructor/Pool Lifeguard

It was noted that an ad has been placed concerning the fourth swimming instructor and relief lifeguard, and an application has been received from a resident of River Springs.

Visitor Parking

A lengthy discussion took place regarding the establishment of a formal parking protocol to be followed in the future regarding parking related issues. After a lengthy discussion it was agreed that a member of Council would draft a sample protocol to be considered by the Strata Council. A member of Council then recommended that the Strata Council revisit the decision reached by the Strata Council at the previous meeting concerning the refunding of a towing expense as requested by an owner for the towing of the owner's vehicle from the visitor parking area and the Strata Council's decision to deny that request.

Further discussion then ensued regarding this matter, with members of Council discussing various issues as previously noted and discussed by the Strata Council concerning the same. After conclusion of this discussion, it was

**MOVED AND SECONDED:**

That the Strata Council reconsider the previous denial of the refund request to an owner for the towing of a motor vehicle from the visitor parking lot.

*MOTION DENIED (1 in favour, 5 opposed, 1 abstained)*

Meeting with Lake Consultant

It was confirmed that a meeting is to be held with the lake consultant on Wednesday, April 23, 2008, at 7:00 pm in the Recreation Center.

Patrol Reports

It was agreed that the resident caretaker is to submit the nightly parking patrol reports to a member of Council, who will tabulate the reports and forward them to staff on a weekly basis so that the appropriate correspondence can be forwarded to the required parties.

**3) Completed Items**

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: authorization for Crackman to carry out pool deck/coping repairs; authorization for Right Choice to carry out furniture disposal – Rec Centre, tennis court powerwashing, and Rec Centre sidewalk powerwashing; light repairs, various areas, G.E.L.; fridge repairs, Rec Centre, J.J. Appliances.

**4) In Progress**

The Strata Manager advised that the following items remained in progress: pool heater services – Imperial Paddock; pool preparation for opening; response from DFO re: lake stocking; receipt of quote from Right Choice for cleaning of playground equipment; receipt of quotes for snow plowing (3 contractors contacted).

Concerning the above, the Strata Manager advised that the first quotation had been received for snow plowing services; however, it is believed that the contractor has made an error in calculations for the amount of work required, and the contractor has been requested to again check his calculations.

**5) Landscaping**

Davey Tree Services

The Strata Manager tabled copies of correspondence to Davey Tree Service regarding the authorization to undertake the pruning of the boulevard trees. It was noted that the work has been completed as authorized. Davey Tree Services has further submitted their report and quotation for additional tree maintenance work along Shaughnessy towards the north-east end of the street, noting that due to the size and condition of the large evergreen trees, additional work will be required to remove potentially problematic limbs, raise the crown, and some re-shaping. Davey Tree Services has noted that this work is urgently required. After review of the submission from Davey Tree Services, it was

**MOVED AND SECONDED:**

That staff be authorized to accept the proposal as submitted by Davey Tree Services for work along Shaughnessy Street, as per their submission.

**MOTION CARRIED UNANIMOUSLY**

It was noted that Davey Tree Service has expressed concern for the long-term viability of the larger evergreen stand along Shaughnessy Street. In an onsite meeting with the Council President and staff, Davey Tree Services noted that, due to the increasing size of the trees, the Strata Corporation should give some consideration to the planning of the systematic replacement of every other tree over a period of time with a species more suitable to the area and one that can be kept to a controlled overall size. Council noted that consideration would be given to this matter during discussions in the preparation stage of the budget for the next fiscal year.

It was further reported that Davey Tree Services has been authorized to proceed with the removal of a hazardous tree behind strata lot 87 as per their earlier report to the Strata Council.

**Strata Lot 87**

The Strata Manager tabled copies of a site plan verifying that the tree in question behind strata lot 87 is located on the common property of the Strata Corporation.

Precision Landscaping

The Strata Manager tabled copies of the maintenance log as submitted by Precision Landscaping for members of Council's information.

**6) Correspondence**

The Strata Manager tabled for Council's information copies of various bylaw infraction letters, parking letter issued in error, denial of reimbursement of towing charges, and welcome packages.

**OTHER BUSINESS:**

Fence/Shed Installation

Members of Council reviewed correspondence from the owner of strata lot 330 wherein the owner requests permission to install a fence and shed. After review of the owner's submission and attachments, it was

MOVED AND SECONDED:

That permission be granted to the owner of strata lot 330 to complete the installation of a fence and shed, subject to the owner complying with any and all City of Coquitlam Building Department bylaws and regulations.

*MOTION CARRIED UNANIMOUSLY*

Carport Enclosure

Members of Council reviewed the correspondence and attachments from the owners of strata lot 47 regarding their request for permission to enclose their carport. It was

MOVED AND SECONDED:

That permission be granted to the owners of strata lot 47 for permission to enclose their carport, subject to compliance with any and all requirements of the City of Coquitlam Building Department.

*MOTION CARRIED UNANIMOUSLY*

Recreation Center Rental

Members of Council reviewed the request from a user group for continuation of the use of the Recreation Center. After some discussion it was agreed that the user group may book the Recreation Hall on a month-to-month basis.

Easter Party Report

The Social Recreation Committee provided the report concerning the Easter Party. It was noted that the Easter Party had been considered a success and was enjoyed by many.

Tennis Courts

Staff were requested to ask the caretaker to reinstall the tennis court nets as soon as possible.

Pool Tag Distribution

It was confirmed that two members of Council would be available on May 6-8, 2008, from 6:00 pm to 8:00 pm in the Recreation Center for pool tag distribution.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 9:30 pm, until Thursday, May 8, 2008, at 7:00 pm in the Recreation Centre.

**STRATACO MANAGEMENT LTD.**

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/mr