

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 939,
RIVER SPRINGS, HELD ON WEDNESDAY, FEBRUARY 7, 2007, AT 7:00 PM IN THE
RECREATION CENTER, 1950 LODGE DRIVE, COQUITLAM, BC**

Council in attendance: Kelly Wainwright, President
Chuck Davidson, Vice-President
Jose Lopez, Treasurer
Chris King, Landscaping
Joanne James, Social Recreation

Allan Grandy,
Strataco Management Ltd.

Absent with leave: Cathy Hughes, Information Committee

CALL TO ORDER:

The meeting was called to order by the Strata Council President, Mr. Kelly Wainwright, at 7:03 pm.

DELEGATION:

Mr. Cole Lavis then addressed the Strata Council. Mr. Lavis noted that he was an acquaintance of an owner at River Springs, and wished to submit his resume for consideration for any openings as a lifeguard or swim instructor at the pool during the upcoming summer season.

The Strata Council thanked Mr. Lavis for submitting his resume, and noted that as the staffing requirements were finalized his resume would be considered along with other resumes received for the openings.

Members of Council then thanked Mr. Lavis for attending.

Mr. John Jakse then addressed the Strata Council with regards to the involvement with the salmon hatchery and past lake management. Mr. Jakse expressed concern to a recent article in the newsletter, and noted that he must differ with the opinion expressed in that he does not believe the lake to be unhealthy. Mr. Jakse noted that silt issues have been known and identified for sometime. Mr. Jakse expressed concerns for what appears to be a deteriorating relationship between the community and the Department of Fisheries. Mr. Jakse noted that the Department of Fisheries have donated tens of thousands of dollars for improvements to the lake system and expressed concern that the loss of the working relationship and cooperation of Department of Fisheries and Oceans could result as a result of the friction.

Mr. Jakse then reported that he has located a consultant who is qualified and experienced in the field of lake and water shed management. The consultant will be coming to the site to make an inspection of the lake and will provide information and recommendations on lake management issues. Mr. Jakse advised that this information would be passed on to the Strata Council.

Mr. Jakse than advised that with regards to the management of the lake water level, the lake essentially monitors itself as a result of the improvements to both the inlet and outlet for water at the lake. Water levels can be adjusted in the event of an emergency.

Mr. Jakse further noted that despite what has been previously reported to Council and staff by the Department of Fisheries, Mr. Jakse has remained involved and interested in the administration of the lake. Mr. Jakse noted that he was not going to be doing the fish hatchery work anymore, but remained interested and involved in the other lake management issues.

It was noted that the following day a meeting will take place on site with representatives of the Lake Committee, Department of Fisheries & Oceans, Council and that Mr. Jakse has been asked to attend the meeting to discuss relevant issues of concern.

Mr. Jakse then left the meeting with Council thanking him for attending.

MINUTES OF THE MEETING OF JANUARY 3, 2007:

It was

MOVED AND SECONDED:

That the minutes of the meeting of January 3, 2007 be adopted as distributed.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES:

There was no business arising from the minutes.

PRESIDENT'S REPORT:

Resignation of Council Member

The President then tabled the resignation of Council member Debbie Mann. It was then

MOVED AND SECONDED:

That Ms. Mann's resignation be accepted with regrets.

MOTION CARRIED

Newsletter Editor Resignation

Mr. Wainwright then advised that Cheryl Kathler, the long time newsletter editor, will be resigning effective March 31, 2007. Any owner interested in working as the newsletter editor should contact the Strata Council.

PROPERTY MANAGER'S REPORT:

1) **Finance Report**

Financial Statement

The Manager tabled the financial statement for the month of December 2006. The Treasurer 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 December 2006 be adopted as distributed.

MOTION CARRIED

Receivables Report

The 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 placement against strata lots 144 and 419, 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.

MOTION CARRIED

It was then

MOVED AND SECONDED:

That foreclosure action be authorized against strata lot 331 for the collection of all outstanding monies and associated costs for collection pursuant to the provisions of the bylaws and the Strata Property Act.

MOTION CARRIED

Investment Statements

The Manager tabled for Council's information copies of the most recent investment statements pertaining to the Strata Corporation's reserve fund investments.

Property Assessments

The Manager tabled a copy of the 2007 property assessment as received from the BC Assessment Authority. It was noted that the property assessment notice pertaining to the Strata Corporation's self owned strata lot (S/L 111) was in the amount of \$404,800.00.

Financial Statement Balance Sheet Format

The Strata Manager advised that the inquiry to change the balance sheet reporting mechanism, by way of the addition of an additional column to show the fiscal year reporting periods opening balance as a comparison column to the current fiscal year reporting month, was not possible with the program being used.

It was agreed that a copy of the financial statement would be provided to the Treasurer on a CD. The Treasurer could then make other means to ensure he has the comparative information more readily on hand.

2) Staff Report

Caretaker Logs

The Manager confirmed receipt of the caretaker logs submitted by the Strata Corporation's caretaker. These logs are held on file for review as required.

Relief Caretaker Logs

The Manager tabled copies of the relief caretaker logs received since the last meeting of the Strata Council.

Relief Caretakers

The Manager tabled copies of correspondence regarding the scheduled vacation time for the relief caretakers.

Meeting Schedule

The Manager presented the proposed meeting schedule for 2007, calling for regular Strata Council meetings to be held on March 7, April 4, May 2, June 6, July 4, August 29, September 5, November 7, and the Annual General Meeting to be held on October 17, 2007. It was

MOVED & SECONDED:

That the 2007 meeting schedule be adopted as presented.

MOTION CARRIED

Lifeguards

Correspondence was then received from one of the lifeguards with regard to a request for the Strata Council's consideration for a modest hourly rate increase, and provided his rationale and reasoning for this increase. Council then discussed the request.

Council noted that they wished to establish some form of incentive to help maintain longer service by the guards at the pool, and after discussion of various options and suggestions, it was

MOVED AND SECONDED:

That as an incentive to maintain staff members who work at the pool, that a \$.50 per hour wage increase be provided after three years or longer of service.

MOTION CARRIED (3 in favour, 2 opposed)

Drain Gate Clearing

The Manager confirmed that the resident caretaker has been requested to attend to the clearing of the drain grate in the bluff area behind strata lots 87 and 88. After discussions with the residents, it was agreed that the resident caretaker would complete the work after each storm.

3) Completed Items

The Manager advised that since the last meeting of the Strata Council the following items had been completed: repair to an electric kiosk near strata lot 54 by Static Industries; confirmation of swimming pool tag order with TB Vets; request for quotation for alteration to marquee sign; lamp post repairs to various areas by Global Electric; repair to recreation centre hallway floor vents; authorization to Teracole Bobcat for snow clearing and salting services; receipt of new signs for recreation center; authorization to Restoration Services to repair crack in asphalt on Oxbow Way.

Repairs to electrical kiosk: Concerning the above, it was noted that Static Industries has completed the repair to the kiosk and would be submitting a report regarding any future recommendations for maintenance work to the electric kiosk.

Snow clearing and salting: It was noted by Council that the work was completed as authorized and that payment of the invoice submitted can be made.

4) In Progress

The Manager advised that the following items remained in progress: pool deck repairs; drain cleaning and road sweeping.

Drain cleaning: It was noted that prior to the Annual General Meeting a quotation had been received for the bi-annual cleaning of the drain system on the bluff. Funding for this work had been included in the operating budget. It was

MOVED AND SECONDED:

That staff be authorized to accept the quotation from A. A. Anderson for completion of the drain cleaning work.

MOTION CARRIED

Road sweeping: It was

MOVED AND SECONDED:

That staff be authorized to have Atlas Power Sweeping attend to the sweeping of the gutters in the roads.

MOTION CARRIED

5) Landscaping

Precision Landscaping

The Manager tabled copies of the monthly maintenance log from Precision Landscaping for Council's information. As well, it was confirmed that Precision Landscaping has been authorized to complete storm damage clean up from trees, to undertake tree cleanup work in the R.V. parking lot area, and to affect the tying up of snow damaged shrubs in and around the recreation centre.

Davey Tree Service

The Manager tabled copies of a reminder to Davey Tree Service with regard to a request for maintenance costs for a large tree located behind strata lot 259.

Al's Tree Service

The Manager noted that staff were currently awaiting the final written report from Al's Tree Service regarding a review of specific trees to the top of the bluff area to determine if any additional hazardous trees exist.

6) Insurance

Coastal Insurance Services

The Manager provided for Council's information a copy of the certificate of insurance for 2007.

7) Correspondence

The Manager tabled copies of correspondence pertaining to lake levels; drain line maintenance; recreation centre window replacement; welcome packages.

Concerning the above, the Strata Council reviewed correspondence from the owner of strata lot 11. It was noted by Council that additional information is expected to be obtained in the next day or so as a result of a lake meeting pertaining to lake level issues, after review of that information a response to the owner will be formulated.

OTHER BUSINESS:

Sale of Land to City

The Manager reported that contact had now been made with the City of Coquitlam with regard to the status of the monies to be paid to the Strata Corporation as a result of the taking of the land as part of the David Avenue improvement project. It was noted that as a result of internal changes to staff at the City Hall, that this matter had been set aside causing delays.

The new representative for the City of Coquitlam has reported that the City's legal counsel has advised that the mechanism by which approval can be granted by the ownership of River Springs to accept the City's offer would require a unanimous resolution as opposed to a $\frac{3}{4}$ resolution as previously requested. The cost of obtaining a unanimous resolution and the logistical issues surrounding the same would represent a significant cost that the City would have to bear and that this cost might in total exceed the amount of the settlement offer itself. As the City's wishes to avoid such costs, it was noted that the City's legal counsel would be proposing an alternative means to gain the Strata Corporation's approval which would enable the entire process to be completed (including all legal costs) at a much more modest cost.

It was noted during the course of discussion, and confirmed by a member of Council, that this delay is unfortunate, in that the concern for the mechanism being followed was questioned with the City representatives at the time almost two years ago, and the City representatives indicated that the path chosen at that time would in fact be acceptable. As such, staff were currently waiting receipt of written communication from the City pertaining to the rewording of a resolution to be considered by the ownership to complete the sale of the land. It was agreed by Council in attendance, that once received, council may wish to have independent legal advice obtained on the city's proposal.

It will be necessary at some point in time to hold a Special General Meeting to enable the ownership to vote on the altered proposal from the City of Coquitlam on this matter.

It was further noted that staff have requested that the City pay interest to the Strata Corporation on the monies owing to the Strata Corporation as the delays being encountered are not of the Strata Corporation's doing, go beyond a reasonable time frame for completion of this matter, and as the Strata Corporation has complied with and completed the requests of the City of Coquitlam with regards to this matter. The City of Coquitlam's representatives have indicated that the City of Coquitlam will not pay interest on any outstanding monies.

Property Lines

It was

MOVED AND SECONDED:

That staff be requested to obtain a strata lot plan to determine property lines between the strata lots and the common property for strata lot 259, to assist with consideration of a tree maintenance issue.

MOTION CARRIED UNANIMOUSLY

Recreation Centre

Staff were requested to make arrangements for the rekeying of the recreation centre utilizing a singular key system with an additional key for the master padlocks.

Staff were additionally requested to arrange for the rekeying of three of the cupboards in the small meeting room.

Recreation Centre Alarm Code

It was agreed that the alarm system code would be changed for the recreation centre.

Swings

Staff were to arrange for the removal of a padlock placed on two swings in the playground area.

Vacancy on Council

Council then discussed whether or not to call for any owners interested in serving on the Strata Council to fill the vacancy created by the resignation of Council member Debbie Mann. It was then

MOVED AND SECONDED:

That a note be placed in the newsletter calling for interested parties to serve on Council to make themselves known to Council.

MOTION DEFEATED (1 in favour, 4 opposed)

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:57 pm, until Wednesday, March 7, 2007, at 7:00 pm in the recreation center.

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