

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 939, RIVER SPRINGS, HELD ON THURSDAY, FEBRUARY 21, 2008, AT 7:00 PM IN THE RECREATION CENTER, 1950 LODGE DRIVE, COQUITLAM, BC

Council in attendance: Chuck Davidson, Vice-President
Jose Lopez, Treasurer
Hamish Wheatley, Landscaping
Linda Fitzgerald, Social Recreation Committee
Peter Endisch, Communications
Chris King, Lake Liaison Committee

Allan Grandy,
Strataco Management Ltd.

Absent with leave: Kelly Wainwright, President

Guest in attendance: Andrea Gretshev, newsletter editor

CALL TO ORDER:

The meeting was called to order by the Strata Council Vice-President, Mr. Chuck Davidson, at 7:02 pm.

DELEGATION:

Andrea Gretshev, newsletter editor, then addressed the Strata Council. Discussion took place on the difficulties encountered in attempting to ensure proper content within the newsletter. It was noted that the newsletter can consist of either 4, 8 or 12 pages, and depending upon information being available at the time any given issue is finalized the editor can find herself with insufficient or too much material.

Owners are reminded of their ability to contribute articles to the newsletter.

The editor asked about the colour of paper which Council felt should be used for the newsletter. After some discussion it was agreed that the colour of the newsletter would remain as is.

It was reported that the publishing dates of the newsletter have been changed to coincide with changes to the scheduled Strata Council meeting dates.

Some complaints have been received from advertisers with regards to the late delivery of the newsletter. It was agreed that a target would be established for the distribution of the newsletter, namely the end of the weekend following receipt of the newsletter from the printers.

The newsletter editor noted that she would welcome the establishment of guidelines pertaining to the content of the newsletter, and it was agreed by Council that at the next meeting they could formulate such guideline recommendations.

After further discussion, Ms. Gretshev left the meeting, with members of Council thanking her for attending.

MINUTES OF THE MEETING OF JANUARY 10, 2008:

It was

MOVED AND SECONDED:

That the minutes of the meeting of January 10, 2008 be adopted as distributed.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES:

There was no business arising from the minutes.

PRESIDENT'S REPORT:

In the absence of the President, there was no President's report.

STRATA MANAGER'S REPORT:

1) **Finance Report**

Financial Statements

The Strata Manager tabled the financial statement for the month of December 2007. The Treasurer reported that he had reviewed the financial statement and recommended its adoption. It was then

MOVED AND SECONDED:

That the financial statement for the month of December 2007 be adopted as distributed.

MOTION CARRIED

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 foreclosure action be authorized against strata lot 403 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

RBC Investment Statements

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

Auditors

The Strata Manager noted that three auditors had been contacted with regards to the completion of the audit for the 2006/2007 fiscal year, namely Donald G. Guthrie, Reid Hurst Nagy and Meyers Norris Penny. After review it was

MOVED AND SECONDED:

That Donald G. Guthrie, Chartered Accountant, be appointed auditor for the Strata Corporation for the 2006/2007 fiscal year.

MOTION CARRIED

BC Assessment Authority

The Strata Manager tabled a notice from the BC Assessment Authority advising of the assessed value of the Strata Corporation's property.

Refund Request

The Strata Manager reported to the Strata Council on information obtained with regards to the circumstances surrounding the towing of a vehicle from the visitor parking lot in December. The owner of the vehicle has requested reimbursement of towing costs incurred. A lengthy discussion ensued concerning this matter, during which Council asked staff to obtain information on an additional matter. It was agreed that once the information requested by Council has been obtained by staff and passed on, the Strata Council will confer and reach a decision on the refund request.

2) Staff Report

Resident Caretaker Logs

The Strata Manager confirmed receipt of the resident caretaker logs, which had been placed on file for reference as required.

Relief Caretaker Logs

The Strata Manager provided copies of the relief caretaker logs submitted since the last meeting of the Strata Council.

Lake Consultant

The Strata Manager tabled copies of information provided by Gartner Lee Ltd. concerning the services they can provide and their past experiences, pursuant to the possibility of their being retained by the Strata Corporation for lake consulting purposes. It was noted that information is also being received from one additional consultant, and that staff were awaiting receipt of that information package. Council noted that they were impressed with the qualifications of Gartner Lee Ltd., and looked forward to receiving the additional information so that direction can be established on pursuing the lake consultant.

Private Party Noise Complaint

It was noted that on or about January 19, 2008, damage was caused to the Strata Corporation's property as the result of a private function held at the recreation centre. The damage to the common property will be repaired and the resulting costs charged back to the strata lot renting the facility.

Discussion took place with regards to recent complaints being received as a result of live music being played within the recreation centre. After this discussion it was

MOVED AND SECONDED:

To ratify staff's actions in assessing back the cost of damage repairs to strata lot 416 for damage caused to the property during rental of the recreation centre for a private party, and that the owner of the strata lot be banned from further rentals of the facility for a period of one year.

MOTION CARRIED

Change of Strata Council Meeting Date

The Strata Manager tabled copies of a memo forwarded earlier to members of the Strata Council regarding the change in the February meeting date, from February 14 to February 21, 2008, as requested by Council.

3) Completed Items

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: receipt of quotation from Crack Man for pool deck coping repairs and sealing of the swimming pool deck; receipt of quotation from Mission Home Decorating for repairs to recreation centre blind headrails; response to alarm activated at the recreation centre on January 26, 2008; correspondence to City of Coquitlam requesting the payment of interest due to late payment of monies owed for expropriation of David Avenue land by the City; correspondence to TB Vets ordering swimming pool tags; snow plowing on two occasions.

A member of Council noted that he would be able to provide additional information and a quotation for sealing services on the swimming pool deck that would be more favourable to the Strata Corporation. It was agreed that this information would be obtained for presentation to the Council by the next meeting.

It was then

MOVED AND SECONDED:

That staff be authorized to proceed with the headrail repairs as per the quotation received.

MOTION CARRIED

It was noted that a response had not yet been received from the City of Coquitlam to the request for the payment of interest due to the length of time it took the City to reimburse the Corporation for the David Avenue land expropriation.

It was noted that TB Vets had cautioned against using the colour selected by the Strata Council at the most recent meeting, and recommended an alternative colour. After a brief discussion it was

MOVED AND SECONDED:

That staff be authorized to instruct TB Vets to use a dark blue colour.

MOTION CARRIED

It was noted by Council that while in some areas snow plowing appeared to be well done, in other areas the quality of service provided by Tera Cole Bobcat Services was not as good as in the past. This matter will be referred to the contractor. Staff were requested to provide a costing estimate to acquire a 4 – 5 year old truck and commercial plow, along with the estimated costs of operating and maintaining such a unit, to enable the Strata Council to review the possibility of the Strata Corporation undertaking its own plowing during snowfalls.

The Strata Manager tabled a quotation from Imperial Paddock Pools to utilize a salt generating system for sanitizing the swimming pool. Imperial Paddock Pools noted that an alternative system is expected to come on the market within the next few weeks, and that information would be passed on to the Strata Council at that time.

4) In Progress

The Strata Manager advised that the following items remained in progress: gazebo railing repairs; men's washroom tile repairs; receipt of final proposal from Imperial Paddock Pools on salt generating system for the swimming pool.

5) Landscaping

Davey Tree Services

The Strata Manager advised that despite requests, Davey Tree Services has yet to provide a date for an onsite meeting to review the work authorized by the Strata Council concerning boulevard tree pruning. The Strata Manager noted that this has been a long outstanding issue and requested Council's consideration in retaining an alternative firm. After a brief discussion it was

MOVED AND SECONDED:

That staff be authorized to bring in an alternative firm should Davey Tree Services be unwilling or unable to undertake the required work within the next few weeks.

MOTION CARRIED

Precision Landscaping

The Strata Manager tabled correspondence confirming the renewal of the landscape maintenance contract with Precision Landscaping, along with copies of the maintenance log from the contractor for January 2008.

6) Correspondence

The Strata Manager tabled for Council's information copies of correspondence regarding bylaw infractions; appearance before Council; assessment of fines pertaining to parking; and welcome packages.

Council noted that staff had initiated fines for ongoing parking violations as a result of a lack of response from Coquitlam Towing in attending to tow improperly parked vehicles. It was

MOVED AND SECONDED:

That staff be authorized to continue this procedure.

MOTION CARRIED

7) Newsletter

It was noted that the newsletter issues had been discussed earlier in the meeting.

OTHER BUSINESS:

Home Modification

Council reviewed correspondence from strata lot 1 requesting permission to change windows within the strata lot. After review of all of the information submitted by the owner it was

MOVED AND SECONDED:

That staff be authorized to approve the owner's request for permission to modify the windows of the strata lot, subject to compliance with any and all City of Coquitlam Building Department requirements.

MOTION CARRIED

Basement Modification

Council reviewed correspondence from strata lot 68 requesting permission to repair/modify the basement of the strata lot to ensure compliance with the City of Coquitlam Building Department bylaws and codes. After reviewing the documentation submitted it was

MOVED AND SECONDED:

That staff be authorized to approve the work proposed by the owner, subject to compliance with the bylaws of the Strata Corporation and any and all City of Coquitlam Building Department requirements.

MOTION CARRIED

Strata Corporation Bulk Email Mailing List

Staff were requested to determine whether there was an easy way for strata lot owners to sign up or remove their name from the email mailing list.

Water Aerobics

An inquiry was raised about the possibility of bringing back water aerobics. It was agreed that this matter would be placed in the next newsletter to determine how much interest (if any) exists for the reinstatement of a water aerobics program at the swimming pool.

Easter Party

It was reported that plans were well underway for the annual Easter party and that notices and information would soon be distributed.

ADJOURNMENT:

There being no further business, the meeting adjourned at 10:05 pm, until Thursday, March 13, 2008, at 7:00 pm in the recreation centre.

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