

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

Council in attendance: Chuck Davidson, President
Chris King, Vice-President/Lake Liaison Committee
Jose Lopez, Treasurer
Hamish Wheatley, Landscaping
Peter Endisch, Communications
Linda Fitzgerald, Social Recreation Committee (arrived 7:10 pm)

Allan Grandy,
Strataco Management Ltd.

CALL TO ORDER:

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

DELEGATION:

The owner of strata lot 61 then addressed the Strata Council and submitted their request for permission to remove a shed and add a sundeck. The owner submitted all documentation as required by the Strata Council and bylaws in conjunction with this request.

The owner then left the meeting with members of Council thanking them for attending.

The owner of strata lot 45 then addressed the Strata Council regarding their submission for permission to affect the modification to their strata lot. The owner's request was reviewed with the owner, after which the owner left the meeting with members of Council thanking them for attending.

Council then reviewed the earlier submission of the owner of strata lot 61, wherein the owner has requested permission to affect the modification to their home. After further review of the documentation, it was

MOVED AND SECONDED:

That the owner be granted permission to affect the modification to the strata lot as per the owner's submission to the Strata Council. It is noted that approval is subject to the owner's compliance with any and all conditions of the City of Coquitlam Building Department.

MOTION CARRIED UNANIMOUSLY

Council then reviewed the request from the owner of strata lot 45 for permission to enclose their carport into a recreation room. After review of the documentation submitted, it was

MOVED AND SECONDED:

That the owner's request be approved, subject to the owner complying with any and all requirements of the City of Coquitlam Building Department.

MOTION CARRIED UNANIMOUSLY

MINUTES OF THE MEETING OF JUNE 12, 2008:

It was

MOVED AND SECONDED:

That the minutes of the meeting of June 12, 2008 be adopted as distributed.

MOTION CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES:

There was no business arising from the minutes.

PRESIDENT'S REPORT:

It was reported by the President that the newsletter editor requires a replacement printer, as the old printer being utilized is no longer functional. It was then

MOVED AND SECONDED:

That permission be granted to the newsletter editor to purchase a new printer for use in handling the River Springs newsletter, and it was further agreed that the newsletter editor be reimbursed for out-of-pocket expenses for the provision of ink cartridges used in creating the newsletter.

MOTION CARRIED UNANIMOUSLY

It was noted by the Council President that Council members' efforts to affect parking patrols until a new caretaker was retained have not been done. It was noted that some owners are not apprising their guests of the parking restrictions on site. Owners are reminded of their responsibility in advising their guests of the parking restrictions.

With regards to the bylaw review concerning parking, it was agreed that a subcommittee of the Strata Council would be struck, and members of Council would work towards this review for submission of any proposed changes to the Strata Council for consideration at the next meeting of the Strata Council.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Strata Manager tabled the financial statements for the months of March, April and May 2008. The Treasurer reported that he had reviewed the financial statements and had found them to be in order. It was then

MOVED AND SECONDED:

That the financial statements for the months of March, April and May 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. No action was recommended by staff on any collection matters at this time, other than those actions already initiated by the Strata Council.

RBC Investment Statement

The Strata Manager tabled for Council's information the most recent RBC investment statement.

2008/2009 Operating Budget

The Strata Manager introduced the first draft of the proposed operating budget for the ensuing fiscal year. The Strata Manager reviewed the anticipated performance of the Strata Corporation financially during the current fiscal year, and the changes which have been incorporated into the proposed operating budget. After a lengthy discussion of this topic, it was agreed that this matter would be tabled, pending a special budget meeting to be held by the Strata Council towards the end of August 2008 in advance of the September 2008 Strata Council meeting.

2) Staff Report

Caretaker Logs

The Strata Manager advised that the caretaker logs are held on file for referral as required.

Relief Caretaker Logs

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

Rental Information Sheet

The Strata Manager tabled the most recent rental information sheet, advising that as of June 25, 2008, there were 22 strata lots known to be rented at Strata Plan NW 939.

Alteration Request

The Strata Manager tabled correspondence pertaining to alteration request from strata lots 45 and 136. It was noted that the request of strata lot 45 had been considered by the Strata Council earlier in the meeting.

Council then reviewed the request of strata lot 136 for permission to affect the modification to the sidewalk of the strata lot. After review of the request, it was

MOVED AND SECONDED:

That permission be granted to the owner to affect the proposed modification to their sidewalk.

MOTION CARRIED UNANIMOUSLY

Towing

The Strata Council then engaged in a lengthy discussion regarding the towing of vehicles which are found to be parked improperly on the streets within River Springs. After a lengthy discussion, it was

MOVED AND SECONDED:

That the caretakers be authorized to initiate the towing of motor vehicles upon their third recorded offense of being parked on roadways within River Springs.

MOTION CARRIED (5 in favour, 1 opposed)

3) Completed Items

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: lamp post repair by Global Electric; starting up of the irrigation system by Harris Irrigation; documentation with the Red Cross for swim lesson program; advice to owner of strata lot 287 of the owner's responsibility to affect repairs for underground water line leak; cleaning of recreation centre entrance gates; receipt of quotation from Harmony Restoration for fence repairs.

After review of the quotation for fence repairs, it was

MOVED AND SECONDED:

That staff be authorized to accept the quotation of Harmony Restoration to complete fence repairs at the playground area.

MOTION CARRIED UNANIMOUSLY

4) In Progress

The Strata Manager advised that the following items remained in progress: carport roof repair at Corporation's self-owned strata lot; concrete repairs to curbing areas by Bert the Concrete Guy; receipt of Trow Engineering report regarding movement of bank behind Colin Place; completion of yellow curb painting in front of recreation centre.

5) Landscaping

Emergency Tree Removal

The Strata Manager confirmed that Davey Tree Service had been authorized to affect emergency removal of a tree which had fallen into the lake the previous week. Repairs remain outstanding at this time to the pathway which was damaged by the falling tree.

Davey Tree Services – Bluff Review

Council reviewed the previously submitted quotation to complete a review of the tree stand on Bluff, with a goal to identify hazardous trees and what replanting work, if any, would be recommended by the arborist.

It was then

MOVED AND SECONDED:

That staff be authorized to instruct Davey Tree Service to proceed with the inspection and review of the Bluff trees. It is hoped that their report will be available to the Strata Council by the September 2008 meeting.

MOTION CARRIED UNANIMOUSLY

Precision Landscaping

The Strata Manager tabled copies of the maintenance logs submitted by Precision Landscaping, and a budgetary quotation for tree work on site which would be incorporated into the next operating budget.

6) **Legal**

Kahn Zack Ehrlich Lithwick

The Strata Manager tabled correspondence from Kahn Zack Ehrlich Lithwick with regards to the small claims actions initiated by the Strata Corporation against an individual reported to have fallen trees without authority belonging to the Strata Corporation.

Council reviewed the submission as received, and requested that staff forward correspondence to defendant's representative regarding their request for additional information.

7) **Correspondence**

The Strata Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: tenancy documentation; bylaw infraction letters; welcome packages.

Council then reviewed correspondence from strata lot 186 wherein the owner has requested permission to enclose their carport. After review of the documentation submitted, it was

MOVED AND SECONDED:

That permission be granted to the owner of strata lot 186 to enclose their carport, subject to compliance with any and all requirements of the City of Coquitlam Building Department.

MOTION CARRIED UNANIMOUSLY

Staff were then requested to forward correspondence to strata lots 284 and 314 regarding the commencement of unauthorized improvements to the owner's strata lots.

OTHER BUSINESS:

Caretaker Interviews

It was reported that a short list of caretaker candidates has been achieved, and it was agreed that final caretaker interviews will take place the following week. At that time Council members who are able to attend the interview process will determine the selection of the candidate to assume the caretaker's position.

Bylaw Review Committee

Council then discussed the communication methods which will be used to communicate with each other concerning a review of the parking bylaws.

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:40 pm, until the budget meeting to be held on Thursday, August 28, 2008 at 7:00 pm in the Recreation Centre. The next Strata Council meeting is scheduled for Thursday, September 11, 2008 at 7:00 pm in the Recreation Centre.

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