

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

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Council in attendance: Kelly Wainwright, President  
Chuck Davidson, Vice-President  
Jose Lopez, Treasurer  
Cathy Hughes, Information Committee  
Joanne James, Social Recreation  
Chris King, Landscaping (arrived at 7:45 pm)

Allan Grandy,  
Strataco Management Ltd.

**CALL TO ORDER:**

The meeting was called to order by the Strata Council President, Mr. Kelly Wainwright, at 7:02 pm.

**DELEGATION:**

On behalf of the Oxbow Lake Preservation Committee, Ms. Joan Isaacs addressed the Strata Council. The owner commented that with regards to the comments made in the previous Strata Council meeting minutes, the Oxbow Lake Preservation Committee had been informed by the Department of Fisheries and others that Mr. John Jaske had resigned from involvement of the management of the lake, but it would appear that he is back on the scene.

It was believed by the Committee that Mr. Jaske was only involved with the Salmon Enhancement Program.

Ms. Isaacs pointed out that Mr. Jaske was not part of the Oxbow Lake Preservation Committee group, and that the group has taken exception to the comments made by Mr. Jaske with regards to the deterioration of the relationship with the Department of Fisheries and Oceans. The Oxbow Lake Preservation Committee does not believe that this deterioration is happening based upon past discussions and meetings with the Department of Fisheries and Oceans.

With regard to notes taken at a recent meeting, the Strata Council liaison to the Oxbow Lake Preservation Committee would be advising the Strata Council on these notes. The Strata Council will then discuss those matters at that time.

Ms. Isaacs continued with the Oxbow Lake Preservation Committee making several inquiries of the Strata Council: Firstly, who is in control of the lake level? Secondly, what is the roll of Mr. John Jaske? Thirdly, the status of the lake level, and how it may pertain to strata lot 11? Fourthly, the hope that the lake level will be raised, and what contingency plan the Strata Council may have and options should opposition to raising the lake be experienced?

Ms. Isaacs wished to stress the Committee was concerned with all issues pertaining to the lake; the water level, silt build up, growth of plant material within the lake, both for now and in the future.

Ms. Isaacs then left the meeting with members of Council thanking her for attending.

**MINUTES OF THE MEETING OF FEBRUARY 7, 2007:**

It was

**MOVED AND SECONDED:**

That the minutes of the meeting of February 7, 2007 be adopted as distributed.

*MOTION CARRIED*

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**PRESIDENT'S REPORT:**

On behalf of the Strata Council, the President wished to extend the Strata Council's sincerest sympathies and regrets to the Davis family for the recent passing of their daughter Gabby.

**STRATA MANAGER'S REPORT:**

**1) Finance Report**

Financial Statement

The Manager tabled the financial statement for the month of January 2007. 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 January 2007 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. No action was being recommended by staff on any collections matters at this time, other than those actions already initiated by the Strata Council.

Investment Statements

The Manager tabled for Council's information copies of the most recent investment statement as submitted by RBC Dominion Securities pertaining to a portion of the Strata Corporation's reserve fund investments.

**2) Staff Report**

Caretaker Logs

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

Relief Caretaker Logs

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

Rental Information Sheet

The Manager tabled copies of the most recent rental information sheet, noting that as of February 23, 2007, there were 25 strata lots known to be rented out at River Springs.

Memo - Use of Recreation Centre

Council then referred to communication as received from the owner of strata lot 113 wherein the owner has requested use of the recreation facility without the applicable fee on Saturday, September 15, 2007, from 10:00 am to 4:00 pm. The owner as the coordinator for the Coquitlam River Park would use the facility for the TD Canada Friends of the Environment and Vancouver Aquariums Annual Great Canadian Shoreline Clean Up.

After review of the owner's submission, it was

MOVED AND SECONDED:

That the owner's request for use of the recreation facility without fees be denied.

*MOTION CARRIED*

Lifeguards

The Manager confirmed that three returning lifeguards have now confirmed that they would be working for the Strata Corporation during the summer season. Staff will be interviewing and retaining the services of a fourth lifeguard to serve as a swimming instructor and part time relief lifeguard.

**3) Completed Items**

The Manager advised that since the last meeting of the Strata Council the following items had been completed: recoding of the recreation center security alarm system; rekeying of the recreation centre as authorized by the Strata Council; authorization to Restoration Services to affect gazebo gutter repair; authorization to Restoration Services to affect repairs to door at entry to recreation centre; removal of lock from swing sets in playground area; authorization to Atlas Powersweeping to complete road gutter cleaning as previously requested by Council; authorization to A.A. Anderson to proceed with drain cleaning as per earlier submitted quotation; receipt of quotation for renewal of hydrant service program with Fraser Valley Hydrant.

Council then reviewed the quotation as submitted by Fraser Valley Hydrant for the renewal of the three year hydrant maintenance program. After a brief discussion, it was

MOVED AND SECONDED:

That the three year fire hydrant maintenance program be approve for renewal with Fraser Valley Hydrant.

*MOTION CARRIED*

**4) In Progress**

The Manager advised that the following items remained in progress: installation of hydraulic arm to marquee sign; protective cover by Restoration Services; pool deck repairs by Catalina Pools.

With regards to Catalina Pools, the Manager reported that the representative of Catalina Pools has agreed to an onsite meeting to be held in two days time at the pool facility to discuss deck repairs and pool coping repairs.

**5) Landscaping**

Davey Tree Service

The Manager tabled copies of quotations from Davey Tree Service with regards to their submission of a quotation to complete boulevard tree maintenance work and for the removal or topping of a large cottonwood tree located adjacent to the lake behind strata lot 259.

After review of the quotation submitted for boulevard tree maintenance work, it was

**MOVED AND SECONDED:**

That staff be authorized to accept the quotation as submitted by Davey Tree Service in the amount of \$1,380.00 for boulevard tree maintenance work.

**MOTION CARRIED**

It was noted that this work involves clean up and repair to trees as a result of damage from recent wind and snow storms.

With regards to the tree located at the lake edge behind strata lot 259, Davey Tree Service has provided their costing estimate of \$20,400.00 to remove the tree in question, or alternatively a cost of \$11,660.00 for topping and reshaping of the tree.

It was noted that during the course of discussion that while the wording of the correspondence from Davey Tree Service would indicate that the tree in question is not considered hazardous or in poor health, a letter clearly stating the same should be obtained from Davey Tree Service.

Al's Tree Service

The Manager confirmed that Al's Tree Service, as previously authorized, has met with the City of Coquitlam arborist with regards to an inspection of trees at the top of the bluff area behind several homes, whose owners have expressed concern for potential tree failure in that area. Staff are currently waiting for receipt of the final report from Al's Tree Service on the condition of those trees at this time.

Precision Landscaping

The Manager advised that Precision Landscaping has reported that work will commence on the landscaping improvements at the corner of Shaughnessy Place and Shaughnessy Drive in approximately two weeks time (weather permitting).

**7) Correspondence**

The Manager tabled copies of correspondence regarding resignation from Council and distribution of welcome packages.

**OTHER BUSINESS:**

City of Coquitlam

The Manager then reported that further discussions have been held with the City's solicitor on behalf of the City of Coquitlam with regard to the outstanding payment of monies to the Strata

Corporation for the land taken by the City as part of the David Avenue improvement. The City's solicitor has noted that she has reviewed the comments of management with regards to the type of resolution which would be required from the Strata Corporation in order to complete a subdivision of the Strata Corporation's common property and then sale of a subdivided section to the City, which contain the improvement work of the City. The City's solicitor has noted that she will review the comments of the management with two other lawyers who specialize in these areas and should the advice given to the City concur with the advice of management, then the City will alternatively take steps towards the formal expropriation of the land in question from the Strata Corporation which will not necessitate any further resolutions on the part of the Strata Corporation for completion.

#### Meeting - Lake

A member of Council then reported on an earlier meeting held with the Oxbow Lake Preservation Committee, representatives of the Department of Fisheries and Oceans and Mr. John Jaske. At that meeting a survey was provided on silt build-up by the Committee. This survey was taken during the month of July 2006. It was noted that a question has been raised with regards to what the rate of silt build-up is within the lake itself.

The Department of Fisheries and Oceans was asked if it has further information available on lake levels or silt build-up levels. Information has been provided from the Department of Fisheries and Oceans, which reports an average water level of 27.6 metres above sea level over the past 10 years. The Department of Fisheries and Oceans has recommended a maximum level of the lake at 27.8 metres above sea level.

The member of Council reporting continued noting that John Jaske has been requested to begin raising the level of the lake to 27.8 metres above sea level.

The Council member continued noting that an invoice has been found which would indicate that some dredging of the lake occurred in 1989. A table of depth of water was as well provided; however, exactly what the lake water level was at the same time is not indicated.

It was suggested that the Department of Fisheries and Oceans be asked to undertake the cleaning of the settling pond once or twice per year to help ensure the reduction in the amount of silt, which enters the lake system. It was, as well, suggested that the re-angling of the inlet to the lake, in order to divert water down the center of the lake area, may be desirable.

It was suggested that it would be desirable to obtain an ongoing silt measurement program and to determine how silt moves within the lake itself. The Strata Council acknowledged its desire to work with the Department of Fisheries and Oceans with regards to lake related issues.

It was suggested that the Strata Council create a policy on the management of the lake to serve as a guideline for future decisions as they may pertain to the lake.

It was then

#### MOVED AND SECONDED:

That John Jaske be authorized to raise the lake to 27.8 metres above sea level to the maximum safe level determined and reported by the Department of Fisheries and Oceans.

*MOTION CARRIED UNANIMOUSLY*

Staff were then requested to forward correspondence to the owner of strata lot 11 asking the owner to authorize the release of information from the Department of Fisheries and Oceans to the Strata Corporation on the surveys undertaken by the Department of Fisheries and Oceans to establish how maximum lake level recommendations by the Department were arrived at.

It was noted that it would be desirable to create a database by the Department of Fisheries and Oceans mapping the bottom of the lake, noting the silt depths in various locations over various periods of time.

It was then

**MOVED AND SECONDED:**

That Council member Cathy Hughes would undertake lake level readings each month and would record the depth to establish an ongoing historical record.

**MOTION CARRIED**

It was agreed that Council would share information recently received concerning the history of the lake and maintenance of the same to assist with formulating the establishment of an agenda for a meeting with the Department of Fisheries and Oceans.

**Newsletter**

It was reported that two Council members would be meeting with the current newsletter editor to interview candidates to assume the position of newsletter editor.

Council wishes to extend to outgoing newsletter editor Cheryl Kathler, their sincere appreciation for her efforts as the newsletter editor over the past number of years. The newsletter has been a valuable and well-enjoyed communication tool within River Springs.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 10:13 pm, until Wednesday, April 4, 2007, at 7:00 pm in the recreation center.

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