

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 939, RIVER SPRINGS, HELD ON THURSDAY, MARCH 12, 2009, AT 7:00 PM IN THE RECREATION CENTER, 1950 LODGE DRIVE, COQUITLAM, BC

Council in attendance: Chris King, President
John Jakse, Vice-President
Jose Lopez, Treasurer
Linda Fitzgerald, Social/Recreation
Peter Endisch, Communications
Hamish Wheatley (arrived at 8:00 pm)

Allan Grandy,
Strataco Management Ltd.

Absent with leave: Peter McKenna, Grounds & Trees

CALL TO ORDER:

The meeting was called to order by the Strata Council President, Mr. Chris King, at 7:05 pm.

MINUTES OF THE MEETING OF JANUARY 22, 2009:

It was

MOVED AND SECONDED:

That the minutes of the meeting of January 22, 2009 be adopted as distributed.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES:

There was no business arising from the minutes.

PRESIDENT'S REPORT:

The President reported that on February 28, 2009, volunteers met at the recreation centre and completed the wrapping of a number of trees on Crown property beside the lake to protect the trees from beaver activity. The President extended his thanks and appreciation to all volunteers for their donation of valuable time and energy.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Strata Manager tabled the financial statements for the months of October, November and December 2008 and January 2009. The Treasurer reviewed the financial status of the Strata Corporation, and recommended adoption of the financial statements. It was

MOVED AND SECONDED:

That the financial statements for the months of October, November and December 2008 and January 2009 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 those actions already initiated by the Strata Council.

RBC Dominion Securities

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

Copies of Financial Statement Invoices

The Strata Manager confirmed distribution of copies of the financial statement invoices to a Council member, as requested.

Collections

The Strata Manager tabled for Council's information correspondence from Kahn Zack Ehrlich Lithwick regarding collection activities involving strata lots 168 and 396.

2) Staff Report

Lifeguard Resumes

It was confirmed that an ad had been placed requesting resumes for lifeguard positions for the upcoming swimming season. Resumes were currently being received and would be reviewed.

Recreation Hall Rental Agreement

The Strata Manager confirmed that the rental agreement for the recreation hall had been updated as discussed previously by the Strata Council.

Private Party

The Strata Manager tabled correspondence regarding a private party function and a complaint received as a result of interactions between staff and partygoers. Discussions had taken place with regards to the issues raised with the various parties involved.

Caretaker

Staff were requested to advise the caretaker of some parking concerns that were being experienced on Parkland Drive to the south side of lodge, as well the resident caretaker was to check on a truck being parked in the recreation centre parking lot.

A review of the cellular phone expenses for the caretaker was then undertaken. It was agreed that a replacement phone plan can be entered into.

Offer to Donate Electric Organ

Council reviewed a submission by the Bumblebee Daycare, wherein the daycare has offered to donate an electric organ. After review of the offer and discussion of the same, it was

MOVED AND SECONDED:

That the donation be declined with thanks.

MOTION CARRIED UNANIMOUSLY

Coquitlam River Elementary School

A memo was confirmed to be received from the Coquitlam River Elementary School, wherein the school was seeking a donation from the Strata Corporation towards the cost of upgrading playground equipment at the school facility. After review of the school's request, it was

MOVED AND SECONDED:

That the request be declined, as Council believed it would be inappropriate to utilize Strata Corporation's monies as a donation to upgrade equipment on the property not owned by the Strata Corporation.

MOTION CARRIED UNANIMOUSLY

Offer to Donate Sofa

The Strata Manager advised of an owner's offer to donate a sofa for the recreation centre hall. After review of the request, it was

MOVED AND SECONDED:

That the offer be declined with thanks.

MOTION CARRIED UNANIMOUSLY

3) Completed Items

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: furnace repair at recreation centre; authorization to Total Projects to complete repairs at bridge area at entrance to recreation centre parking area; correspondence to City of Coquitlam regarding beaver damage to trees; receipt of quotation from Trow Consulting Engineers for bluff engineering services review; receipt of quotations for wall construction work; receipt of quotation from McRae's Tank Service for storm system drain cleaning.

Bluff engineering services: Council reviewed the submission of Trow Consulting Engineers to complete a review on bank stability for the bluff. It was noted that Trow Consulting Engineers had completed a similar review in 1999.

After a brief discussion, it was

MOVED AND SECONDED:

That staff be authorized to accept the proposal submitted by Trow Consulting Engineers for the bluff review.

MOTION CARRIED UNANIMOUSLY

Wall installation: It was agreed that the quotations received for wall installation work would be tabled pending receipt of additional quotations. It was noted that, in general, prices are declining in the economy at this time, and that by holding off on this non-emergency matter the Strata Corporation might realize lower costs.

Storm drain cleaning: Council reviewed the quotation submitted by McRae's Tank Service for the cleaning of the storm drain system. It was

MOVED AND SECONDED:

That staff be authorized to accept the quotation submitted by McRae's Tank Service.

MOTION CARRIED

4) In Progress

The Strata Manager advised that the following items remained in progress: strip, seal and re-waxing of recreation centre floor by Priority; receipt of quotation for pool coping stone repairs; powerwashing of tennis courts, gates and entrance to recreation centre; ordering of pool tags for swimming season; receipt of sewer line inspection tape from McRae's Tank Service for sanitary sewer line between Shaughnessy and Metcalfe; receipt of quotation for replacement of pool heater; receipt of lake report.

Repairs to swimming pool: Council reviewed a quotation submitted by The Crackman for repairs to the swimming pool coping, cleaning of the swimming pool deck and sealing of a crack in the swimming pool deck.

After review of the quotation, it was

MOVED AND SECONDED:

That staff be authorized to accept the quotation of The Crackman for the repairs as quoted.

MOTION CARRIED

Staff were requested to make arrangements for the receipt of quotations for the replacement of the swimming pool coping, so as to eliminate the problem currently being experienced with the skim coating over the coping system. The quotations once received for this work can be reviewed by Council and added as an agenda item for the Annual General Meeting if Council deems appropriate.

Swimming pool tags: It was

MOVED AND SECONDED:

That staff be instructed to order new swimming pool tags from T.B. Vets using a purple colour.

MOTION CARRIED UNANIMOUSLY

5) Landscaping

Precision Landscaping

The Strata Manager tabled correspondence to Precision landscaping with regards to instructions to the contractor to allow shrubbery growth ovetop of the stream downstream of the lake.

The Strata Manager tabled a maintenance log submitted by Precision Landscaping and their quotation for extra services during the current growing season.

Council reviewed the submission of Precision Landscaping, after which it was

MOVED AND SECONDED:

That their quotation for extra services on site in the amount of \$1,500.00 be accepted, and their quotation for the topping of two cedar trees in the amount of \$140.00 be accepted.

MOTION CARRIED

Davey Tree Service

The Strata Manager confirmed that Davey Tree Service had been reminded of their need to contact two Council members regarding a review of the Bluff trees.

It was noted that Davey has been requested to inspect a tree that fell behind 1316 Flynn Crescent, which has been left overtop of a galley.

A Council member provided information to staff for contacts with the Provincial Government wherein the Strata Corporation can request permission of the Provincial Government to fall trees that have been damaged by the beaver beside the lake for safety reasons.

6) **Insurance**

Coastal Insurance Services

The Strata Manager tabled for Council's information Coastal Insurance declaration sheets.

7) **Correspondence**

The Strata Manager tabled for Council's information correspondence regarding a welcome package issued.

8) **Beaver Activity**

It was confirmed that the caretaker had purchased chicken wire for use by volunteers on February 28, 2009, for wrapping trees on the Crown land beside the lake to prevent beaver activity.

It was suggested by a member of Council that the beaver may now have left the lake area.

Some discussion then took place with regards to an invoice paid to the resident caretaker during 2008 for services pertaining to various items. A review of the invoice was undertaken, and it was noted that the invoice included repair work on the property, regular cleaning of the culverts for the discharge of the lake to clear the same of beaver related debris, and wrapping of a number of trees on the common property with chicken wire. The caretaker at that time inadvertently wrapped trees on the Crown property as well. After review of the invoice, Council noted that they felt the invoice was fair and reasonable for the work performed.

OTHER BUSINESS:

Easter Party

The Social Recreation Committee noted that a notice would be included for the newsletter with regards to the Easter party and related activities.

Informational Courses

Council discussed the offering received from Strataco Management Ltd. for Council members to attend informational seminars. After some discussion, it was

MOVED AND SECONDED:

That Council members interested in attending such seminars would contact Strataco, and that Strataco would hold three spots for Strata Plan NW 939.

MOTION CARRIED UNANIMOUSLY

Communication

It was noted that Council has discussed email communication procedures and it has been agreed by Council that they would not make decisions using email. Decisions will be reached at Council meetings only. Council noted that from time to time issues do come up that are of a timely nature, and that the decision making process will have to take into consideration the timeliness of decisions required.

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:16 pm, until Thursday, April 9, 2009, at 7:00 pm in the Recreation Centre.

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