

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 939,
RIVER SPRINGS, HELD ON THURSDAY, MAY 14, 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 (*arrived 8:10 pm*)
Linda Fitzgerald, Social/Recreation (*left 7:36 pm*)
Peter Endisch, Communications
Peter McKenna, Grounds & Trees
Hamish Wheatley

Allan Grandy,
Strataco Management Ltd.

CALL TO ORDER:

The meeting was called to order by the Strata Council President, Mr. Chris King, at 7:06 pm.

MINUTES OF THE MEETING OF APRIL 9, 2009:

It was

MOVED AND SECONDED:

That the minutes of the meeting of April 9, 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 noted that later on in the evening dates would be established for pool tag distribution. The President then reported that vandalism had occurred to the swimming pool in the past week. Some damage had been incurred to the pool coping stone system, and a repair contractor has attended to the site to correct the same.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The financial statements were tabled until a later point in the meeting, and the arrival of the Strata Council Treasurer.

Receivables Report

The receivables report was tabled.

RBC Dominion Securities

The Strata Manager tabled for Council's information the most recent investment statement received from RBC Dominion Securities regarding the funds held by the Strata Corporation in its contingency reserve fund.

Kahn Zack Ehrlich Lithwick

The Strata Manager tabled copies of correspondence pertaining to collection activities involving strata lots 168, 385 and 395 for members of Council's information.

2) **Staff Report**

Lifeguards

The Strata Manager confirmed that the lifeguard staff have now been hired for the summer season. Ashley French has been retained as head guard, Carson Boonsayer, Megan Shallow and Nicole Shallow have been retained as lifeguards and swimming instructors.

With regards to the swim lesson program, information had been submitted by the head guard regarding Red Cross regulations, as it would pertain to the ability of the Strata Corporation to teach swim lessons above level three. Above level three a diving component is included in each of the swimming levels, and due to the shallow depth of the pool, the pool would not meet the requirements as called for by the Red Cross. Therefore, for safety reasons, the teaching of full swim lessons above level three is not recommended.

As an alternative, the head guard has suggested that a stroke improvement clinic can be organized so that all other components of the swim levels can be taught with the exception of the diving component.

Members of Council discussed this matter, after which, it was

MOVED AND SECONDED:

That the recommendations of the head guard be accepted and that the implementation of a stroke improvement program be implemented.

MOTION CARRIED

It was noted that the head guard is qualified to teach aqua fit, and it was agreed that at the next meeting of the Strata Council, members of Council would discuss the nights of the week that aqua fit would be provided, and what cost, if any, would be charged to participants of the aqua fit program.

Power Washing

It was noted that the resident caretaker has now undertaken the powerwashing of the tennis courts, areas around the recreation centre, entry gates, entrance sign, etc, as authorized by the Strata Council.

Relief Caretaker Logs

It was noted that the relief caretaker logs would be distributed at the next meeting of the Strata Council.

Council Honorarium

Members of Council noted that the donation of the annual Council honorarium had been discussed at the previous meeting of the Strata Council. As not all members of Council were able to attend at this time, it was agreed that the members of Council would poll themselves regarding an agreement to donate the annual honorarium to the school for playground improvements.

Staff were requested to contact a repair contractor regarding a cost to replace tennis nets.

3) **Completed Items**

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: bridge repair by Total Projects; storm catch basin and sanitary line cleaning by McRae's Tank Service; camera inspection – Shaughnessy to Metcalfe sewer; water line failure by strata lot 290; replacement of swimming pool heater; servicing of small pool heater; installation of tow line for wading pool; receipt of new pool tags; receipt of certificate confirming annual servicing of fire hydrants; clearing of lake discharge culvert by caretaker; change room wall repair by Al Dyck Enterprises.

Concerning the above, it was noted that McRae's Tank Service had completed their authorized service work on site. It was agreed by members of Council that the invoice submitted would be paid as per the quotation for this work.

The Strata Manager then tabled the report as submitted by McRae's Tank Service regarding the inspection of the sanitary sewer line from Shaughnessy to Metcalfe. McRae's submission noted that the line appears in good condition at this time, as with all sanitary discharge lines, there is a small amount of fat build up on the walls of the pipe and some variation to the degree that water remains constant in the pipe. McRae's has indicated that at this time no unusual problems appear to be developing.

McRae's undertook the camera inspection of a second section of line to use as a comparison of the first line, and the results of the camera inspection of the second line were similar to the first.

In light of the fact that a blockage did occur in the first section of sewer line from Shaughnessy to Metcalfe, McRae's has recommended that a year from now a camera inspection be redone on this line to check if any problems are developing.

Staff were requested to ask McRae's to adjust two manhole covers on River Drive, which when placed back in position after the servicing, are in a loose and rocking position.

It was noted that a tow line has been installed on the steps to the small wading pool as requested by the health inspector.

4) **In Progress**

The Strata Manager advised that the following items remained in progress: final preparation of pool for opening; receipt of bluff report from Trow Engineering; distribution of lake report; pool opening on May 16, 2009.

With regards to the lake report, the Strata Manager tabled the first report on the lake, as received from the lake consultant. It was noted that a second report was anticipated to be received in the next one to two weeks, and that the second report would include additional information on the consultant's meeting with the Department of Fisheries and Oceans.

Members of Council then discussed the report submitted by VVV Engineering as reviewed by last year's Council, as it pertains to wall repairs as authorized by the ownership for completion behind several residences behind Colin Place.

A member of Council noted that he has spoken with the engineering service with regards to the possibility that the wall height might necessitate the taking out of a permit by the contractor to complete the work as the anticipated wall height is just over four feet. After

discussions with the consulting engineers, they have offered to complete the engineering documents for a reduced fee, if required.

Members of Council discussed this at some length, after which it was

MOVED AND SECONDED:

That it be verified as to whether or not a permit will actually be required for the wall installation. If it is required, staff is authorized to obtain the required drawings from VVV Engineering to complete the work as per their reduced fee suggestion, and quotations could then be obtained. In the event that no permit is going to be required, then staff is authorized to have the contractors prepare their final bids for this work.

MOTION CARRIED UNANIMOUSLY

5) Landscaping

Davey Tree Service

The Strata Manager confirmed that Davey Tree Service had been called to the site regarding a vehicle impact to a tree on Shaughnessy. Council members are requesting that if any residents know the license number of the vehicle or identity of the vehicle driver that they report this information to staff. Davey Tree Service has been authorized to complete the required repairs to the tree to ensure that no problems happen with the tree as a result of the vehicle impact.

Members of Council then discussed the removal of a large tree from the north end of the lake as a result of a recent wind and rainstorm. A large crack had developed in the tree, which has become a concern for safety. Davey Tree Service was contacted, and their arborist confirmed that the tree was in imminent damage of failure, and could potentially cause damage to a nearby residence. Davey Tree Service was authorized to fall the tree in a safe manner, and did so on an emergency call basis. After further discussion on the matter, it was

MOVED AND SECONDED:

That the Strata Council President's actions in authorizing the falling of the tree be ratified in this matter.

MOTION CARRIED

Chilliwack Forest District

The Strata Manager tabled copies of correspondence as forwarded to the Chilliwack Forest District regarding tree falling for beaver damaged trees on the Crown land adjacent to the lake. It was noted that staff were awaiting a response from Chilliwack Forest District on this matter.

Precision Landscaping

The Strata Manager tabled copies of the maintenance log as submitted by Precision Landscaping and a report on damage to boulevard areas resulting from owner improvements and repairs for properties that adjoin the boulevard. It was agreed that staff would forward correspondence to the residents in question, requesting their assistance in removing any debris left on the boulevard area.

Beaver Debris

It was noted that Precision Landscaping had provided a trailer for use to remove beaver related debris from the end of the lake. The resident caretaker was to provide the labour for the removal of the debris.

6) Correspondence

The Strata Manager tabled for Council's information copies of correspondence regarding a welcome package and fence damage.

Financial Statements

Members of Council then returned discussion to the financial statements, which had been tabled at an earlier point in the meeting. The Treasurer advised that he had reviewed the financial statement for the month of March 2009 and found it to be in order. It was

MOVED AND SECONDED:

That the financial statement for the month of March 2009 be adopted as distributed.

MOTION CARRIED

Members of Council then returned to the discussion on the distribution of pool tags. It was agreed by members of Council that this weekend, on Saturday and Sunday, May 16 and 17, 2009, between the hours of 9:00 am and 12:00 pm at the recreation centre, members of Council would be available for the distribution of pool tags. The resident caretaker would be requested to post notice of this on the marquee sign.

OTHER BUSINESS:

Bylaws

A member of Council noted that he would be attending a seminar put on by staff on bylaw related issues during the next week.

Council then discussed the suggestion of holding a separate meeting to consider bylaw amendments, which were being formulated by a member of Council. At the conclusion of this meeting it was agreed that a special meeting of the Council would be agreed upon and scheduled for the month of June 2009, to discuss bylaw related issues. The Strata Council would meet at the end of August to discuss budgetary issues and finalization of the same.

A member of Council then suggested that a representative of the Condominium Home Owners Association was willing to attend the July 2009 Strata Council meeting to review with members of Council the services as provided by the Condominium Home Owners Association and to provide information on the tax credit available as a result of the recent federal government announcement. It was suggested that a thirty to sixty minute presentation time would be appropriate. It was

MOVED AND SECONDED:

That the scheduling of a thirty to sixty minute presentation by a representative of the Condominium Home Owners Association be approved.

MOTION CARRIED

Emails

Members of Council then reviewed emails received since the last meeting of the Strata Council. It was noted in two emails that beaver activity was again being observed in the lake, and that the beaver was attempting to gain access to the area above the wire meshing of trees. The beaver had been observed going under a dock on the lake side of the property. It was reported by a member of Council that the owner of the property had cleaned out under the dock and had installed chicken wire under the dock to prevent further beaver access and activity in that area.

It was noted by a member of Council that the beaver in question was considered a juvenile, and it was not building a house, but rather establishing a food pile.

Several members of Council noted that there was little else that the Strata Corporation could do at this time as most of the trees that are potentially accessible by the beaver have now been wrapped.

Members of Council then noted that the newsletter editor had discussions with a former employee of Westwood Printing, who wished to send in a quotation for the printing services for the Strata Corporation. Members of the Strata Council noted that the quotation should be sent to staff for inclusion in a subsequent agenda.

Pet Bylaws

Members of Council discussed a submission from an owner regarding a barking dog. It was noted that this matter has been reported to the Municipal Bylaw Enforcement officer, who Council understood to be following up on this matter.

Carport Enclosure to Garage

Members of Council then reviewed correspondence as submitted by the owner of strata lot 98, wherein the owner has requested permission to enclose a carport into a garage. After review of the documentation submitted, it was

MOVED AND SECONDED:

That permission be granted to the owner of strata lot 98 to enclose their carport to a garage subject to any and all requirements of the City of Coquitlam.

MOTION CARRIED

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:23 pm, until Thursday, June 11, 2009, at 7:00 pm in the Recreation Centre.

STRATACO MANAGEMENT LTD.

**#101-4126 Norland Avenue,
Burnaby, BC
V5G 3S8**

Tel: 604-294-4141

Fax: 604-294-8956



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