

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 939, RIVER SPRINGS, HELD ON MONDAY, JANUARY 18, 2010, AT 7:00 PM IN THE RECREATION CENTER, 1950 LODGE DRIVE, COQUITLAM, BC

Council in attendance: Darren Berg, President
 John Jakse, Vice-President, Grounds/Tree Committee
 (left at 9:15 pm)
 Jose Lopez, Treasurer
 Peter McKenna, Grounds/Tree Committee, Bylaw Committee
 Arlene Lambert, Bylaw Committee
 Chris King, Bylaw Committee
 Wesley Barr

 Allan Grandy,
 Strataco Management Ltd.

Guest in attendance: Chuck Davidson

CALL TO ORDER:

The meeting was called to order by the past Strata Council President, Mr. Darren Berg, at 7:03 pm.

DELEGATION:

Mr. Chuck Davidson (strata lot 319) noted that at the previous Strata Council meeting, a member of the Strata Council had suggested that the Strata Corporation was presenting budgetary information for approval by the owners at a General Meeting in an illegal manner and that this had been verified. The owner suggested that the Strata Council determine if this is indeed the case, and if so, to take the appropriate steps to fix the same.

With respect to discussed bylaw amendments, the owner questions as to why bylaws were being considered to be changed if it was not verified that there was an actual need to do so. The Strata Council was asked to provide clarification on any future bylaw amendments to be considered by the ownership.

During the course of discussion, it was noted that during the previous year the Strata Council had held discussions on bylaw amendments, but as a final agreed upon amendment had not been achieved by the Strata Council, no changes had been recommended to the ownership at the Annual General Meeting for consideration.

With regard to the RV parking lot, the owner noted that he does not believe that it is fair that some owners must pay to rent private storage space for their recreational vehicles while others are able to obtain storage space at the Strata Corporation's RV lot without cost. The owner noted that it is a significant expense to have to store recreational vehicles privately. The owner had requested that Council look at possible solutions for improvement to the situation, and suggested that a modest fee such as \$20.00 or \$30.00 per month for the parking of recreational vehicles in the RV lot be considered. It was also suggested that a time limit for how long residents could use the RV parking lot be considered.

After further discussion, the owner left the meeting, with Council thanking the owner for attending.

MINUTES OF THE MEETING OF NOVEMBER 23, 2009:

It was noted that in the previous meeting minutes with regard to the fireworks, a Council member, Peter McKenna, bought a permit to allow for discharge of the fireworks, but did not take a fireworks discharge course.

It was also noted that Chris King is to be added as a member of the Bylaw Review Committee.

After further discussion, it was

MOVED AND SECONDED:

That the minutes of the meeting of November 23, 2009 be adopted as amended.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES:

It was noted that the Strata Council works as a whole through the President, and not as individuals unless specifically agreed to by the Strata Council.

PRESIDENT'S REPORT:

The President extended his apologies for missing the newsletter deadline for the President's report.

The President extended his appreciation to all those volunteers who made the Christmas party/breakfast with Santa a success and enjoyed by many.

With regard to the Christmas light competition, it is noted that the following addresses have been recognized in the competition:

- 1982 Bow Drive – 1st Place
- 1910 Lodge Drive – 2nd Place
- 1290 Gable Drive – 3rd Place
- 1233 Oxbow Way – honorable mention
- 1215 Parkland Drive – honorable mention

Appreciation was extended to all owners for the outstanding Christmas light displays during the past Christmas season.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Strata Manager tabled the financial statements for the months of October, November and December 2009. The Treasurer then reported on his review of the financial statements. After review of the comments by the Treasurer, it was

MOVED AND SECONDED:

That the financial statements for the months of October, November and December 2009 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. 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 with regard to the Strata Corporation's contingency reserve fund investments.

Collections

The Strata Manager tabled for Council's information copies of correspondence to and from Kahn Zack Ehrlich Lithwick with regard to collection activities involving strata lots 96 and 168.

Audit

Correspondence was tabled confirming the appointment of Donald G. Guthrie, CA to act as the Strata Corporation's auditor for the audit of the Strata Corporation's books of account for the 2008/2009 fiscal year. The signed audit engagement letter was returned by the Treasurer in conjunction with the above.

2) Staff Report

Caretaker Logs

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

Relief Caretaker Logs

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

Letter of Appreciation

The Strata Manager tabled for Council's information copies of correspondence to Jack and Bev Temp with regard to their resignation as relief caretakers at River Springs

Relief Caretaker Resumes

The Strata Manager then tabled copies of the resumes received for the relief caretaker position. After review of the various submissions, it was

MOVED AND SECONDED:

That Eran Roubini be retained as relief caretaker and that staff be requested to meet Mr. Roubini to review the job description.

MOTION CARRIED (6 in favour, 1 abstention)

Tera Cole Bobcat

The Strata Manager tabled copies of correspondence to Tera Cole Bobcat with regard to confirmation of their availability to provide snowplowing services to the Strata Corporation in the event of snow.

Lifeguards

The Strata Manager noted that contact would soon be made with the lifeguards concerning the upcoming swimming season. Council noted their agreement that they would have no objection to the retention of the lifeguards working at the end of the last swimming season as lifeguards and swimming instructors for this swimming season.

Condominium Homeowner's Association (CHOA)

Council then discussed membership in CHOA. As a result of the discussion that took place, it was

MOVED AND SECONDED:

That the Strata Corporation not join CHOA at this time.

MOTION CARRIED (4 in favour, 2 opposed, 1 abstention (Barr))

3) Completed Items

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: removal of fallen tree by Davey Tree Service behind Bluff Drive; installation of replacement sign blade for Parkland Place; repair to plexi-glass panel entry gate to recreation centre; repair to marquee sign lighting by Global Electric; reinstallation of bicycle rack (due to vandalism) behind recreation centre; issuance of Christmas gift cards to caretaker, relief caretaker and newsletter editor; emergency electrical kiosk repairs by Global Electric.

With regard to the above, staff are requested to have Davey Tree Service inspect a tree behind 1179 Parkland Drive for possible hazardous conditions.

It was further noted that two members of Council have reviewed the location of the electrical kiosks, and that this information would be presented to staff to be passed onto the appropriate electrical contractor.

4) In Progress

The Strata Manager advised that the following items remained in progress: authorization for sewer camera inspection along Metcalfe Way; receipt of revised wall installation tenders; leak investigation in the storage room at the recreation centre by SJL Construction; receipt of quotation for swimming pool coping stone repairs by The Crackman; pool tag order; discussion on gazebo renovations; duck feed purchase; discussion and start up of the irrigation system and repairs to the same.

With regard to the above, it was

MOVED AND SECONDED:

That staff be authorized to retain McRae's Tank Service to undertake a camera inspection of the sewer line between Shaughnessy Street and the first sewer along Metcalfe as agreed to and recommended by the contractor approximately one year ago.

MOTION CARRIED

With regard to the pool tag order, it was

MOVED AND SECONDED:

That staff be authorized to order from TB Vets 1,200 yellow ID tags/fobs as pool tags for the next swimming season.

MOTION CARRIED

With regard to the gazebo, it was noted that a major renovation to the gazebo would be required, as simple repairs would not suffice. It was agreed that some design changes to the gazebo would be in order to make it less damage and vandalism prone.

It was agreed that a member of Council would obtain several design ideas and bring these forth for Council's consideration.

With regard to the continued purchase of duck food, it was agreed that a member of Council would contact Ducks Unlimited to determine whether or not the feeding of the ducks was recommended.

5) **Landscaping**

2010 Landscape Maintenance Proposals

The Strata Manager confirmed that requests had been made of Precision Landscaping, Norwegian Wood, Nishi Gardenscape, Contour Landscaping, and Weedbusters. While only three of the contractors had attended an on site meeting to review the areas to be included in the landscape maintenance program, only Precision Landscaping had submitted an actual quotation. Council noted their past satisfaction with the performance of Precision Landscaping and that the contractor was holding his price as per the previous year. It was then

MOVED AND SECONDED:

That staff be authorized to retain the services of Precision Landscaping as the landscape maintenance contractor for the 2010 growing season.

MOTION CARRIED

Davey Tree Service

An extensive report was then tabled from Davey Tree Service with regard to their review of the trees along Shaughnessy boulevard. Council discussed the recommendations of Davey Tree Service and it was noted that several members of Council attended a meeting with the contractor at the time of the original inspection.

It was agreed that the contractor would be requested to provide an additional quotation on the London plane trees, which were not included in the original report.

It was noted that once the final report had been received from Davey Tree Service, so as to include the London plane trees that a meeting can be set up with the City of Coquitlam arborist to gain the City's approval for any proposed plans for the long term for the Shaughnessy boulevard trees. After that time, a report and recommendation can go to the ownership of River Springs on implementing tree maintenance concepts and funding of the same for the Shaughnessy boulevard trees.

Precision Landscaping

The Strata Manager tabled copies of the landscape maintenance reports from Precision Landscaping as received since the last meeting of the Strata Council.

6) **Correspondence**

The Strata Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: welcome packages; insurance verification in RV parking lot; improper vehicle parking along roadways; parking of vehicle in fire lanes; tree maintenance issues; vehicle parking on landscaped areas; request for permission to modify a strata lot.

After review of the same, it was

MOVED AND SECONDED:

That the owner's request at strata lot 284 for permission to modify their strata lot be approved.

MOTION CARRIED

7) **Insurance**

The Strata Manager tabled copies of a memo to Council regarding the renewal of the Strata Corporation's insurance policy. After some discussion on insurance trends, it was

MOVED AND SECONDED:

That staff's actions in renewing the Strata Corporation's insurance policy with Coastal Insurance Services be ratified for the 2010 fiscal year.

MOTION CARRIED

OTHER BUSINESS:

RV Parking

Council then reviewed the comments of the delegation from earlier in the evening with regard to possible changes in the RV parking arrangements. After some discussion, it was agreed by Council that no changes would be considered or recommended by the Strata Council at this time.

Budget Presentation Method

With regard to the budget presentation method, it is noted that the Strata Council had discussed this matter on several occasions in the past. Staff were requested to contact a lawyer to obtain additional recommendations on whether or not any changes should take place to the method by which the Strata Corporation presents its budget at the Annual General Meeting.

Playground

Staff were requested to ask a contractor to arrange for the cleaning of the playground equipment, and for a quotation to replenish wood fibre in the playground areas.

Benches

It was agreed that quotations would be sought for the replacement of existing benches by the pool, the lake pathway, and near the gazebo with a concrete and metal style bench.

Use of Recreation Centre

Council then reviewed the request from the owner of strata lot 264, wherein the owner has requested to use the recreation centre for running daycare services. After review of the owner's request, it was

MOVED AND SECONDED:

That permission be denied to the owner of strata lot 264 to use the recreation centre for daycare purposes.

MOTION CARRIED

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:58 pm, until Monday, February 15, 2010 at 7:00 pm in the recreation centre, 1950 Lodge Drive, Coquitlam, BC.

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