

MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 939, RIVER SPRINGS, HELD ON MONDAY, NOVEMBER 23, 2009, AT 7:00 PM IN THE RECREATION CENTER, 1950 LODGE DRIVE, COQUITLAM, BC

Council in attendance: Darren Berg (arrived at 7:22 pm)
Chris King
Peter McKenna
Arlene Lambert
Wesley Barr
Jose Lopez
John Jakse

Allan Grandy,
Strataco Management Ltd.

Guest in attendance: Joanne James
Chuck Davidson

CALL TO ORDER:

The meeting was called to order by the past Strata Council President, Mr. Chris King, at 7:01 pm.

DELEGATION:

An owner discussed with Council the discussions held at the Annual General Meeting with regard to the direction to Council to investigate the possible benefits of joining the Condominium Home Owners Association (CHOA). As well comments were made regarding the distribution of a notice at the time of the Annual General Meeting on bylaw amendments.

Discussion then took place regarding possible amendments to the bylaws and information provided by CHOA. A review of the discussions that took place at the Annual General Meeting was recounted. A guest suggested that the Strata Council should review carefully the possible consequences of any changes to the existing bylaws and on the contingency reserve funding. After further discussion, the owners left the meeting with Council thanking them for attending.

ELECTION OF STRATA COUNCIL EXECUTIVE:

Nominations were called for the position of Strata Council President. Darren Berg and Chris King were duly nominated. A secret ballot was then conducted, and after the results were counted, Darren Berg was declared elected as the Strata Council President. It was then

MOVED AND SECONDED:

That the ballots be destroyed.

MOTION CARRIED

Nominations were then called for the position of Strata Council Vice-President. John Jakse was duly nominated, and there being no further nominations, was declared elected by acclamation.

Nominees for the position of Strata Council Treasurer were then called for. Jose Lopez and Arlene Lambert were duly nominated. A secret ballot was then conducted, and after the counting of the ballots, Jose Lopez was declared elected as the Strata Council Treasurer.

It was then

MOVED AND SECONDED:

That the ballots be destroyed.

MOTION CARRIED

The following Committee appointments were then confirmed:

- Grounds and Tree Committee John Jakse, Peter McKenna
- Bylaw Committee Peter McKenna, Arlene Lambert
- Social Recreation Committee It was noted that volunteers are required for the Social Recreation Committee. Any owners interested in serving on this Committee should contact either staff or Council.

MINUTES OF THE MEETING OF SEPTEMBER 17, 2009:

It was

MOVED AND SECONDED:

That the minutes of the meeting of September 17, 2009 be adopted as distributed.

MOTION CARRIED

BUSINESS ARISING FROM THE MINUTES:

There was no business arising from the minutes.

PRESIDENT'S REPORT:

It was noted that at this time the management contract between the Strata Corporation and Strataco Management Ltd. was nearing the end of its term. Renewal terms and documents have been forwarded to the Strata Council concerning this matter, and the Strata Council will discuss this matter separately and give their decision to staff accordingly.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Strata Manager tabled the financial statements for the months of August and September 2009. The financial statements were reviewed by the Treasurer who passed on several comments regarding the financial statements. After several additional questions were answered, it was

MOVED AND SECONDED:

That the financial statements for the months of August and September 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. Subsequent to this review, it was

MOVED AND SECONDED:

That foreclosure action be authorized against strata lot 96 for the collection of all outstanding monies and associated costs of collection pursuant to the provisions of the Strata Corporation bylaws and the Strata Property Act of British Columbia.

MOTION CARRIED

RBC Investment Statement

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

2009/2010 Operating Budget and Strata Fees Notice

It was confirmed that the 2009/2010 operating budget and strata fees notice had been distributed to all owners subsequent to the Annual General Meeting.

Collections

The Strata Manager tabled for Council's information correspondence regarding collection activities involving strata lots 96, 378, 380 and 385.

Appointment of Auditor

At this time, it was appropriate for the Strata Council to appoint the auditor for the past fiscal year. After a brief discussion, it was

MOVED AND SECONDED:

That Don Guthrie, Chartered Accountant, be appointed as the Strata Corporation's auditor for the 2008/2009 fiscal year.

MOTION CARRIED

2) Staff Report

Relief Caretaker Logs

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

It was noted that the relief caretakers have advised of their intention to step down as relief caretakers at the end of the year. Resumes are now being sought for the position of relief caretaker. Any owner interested in applying for the position may do so by forwarding their resume to Strataco Management Ltd.

Halloween

It was confirmed that the resident caretaker had been retained to provide security patrols during the Halloween evening.

Fireworks Course

It was confirmed that correspondence had been provided to Council member Peter McKenna to complete the fireworks course.

Lifeguards

It was noted that staff would be commencing arrangements for the retention of lifeguards for the next swimming season, and that the lifeguards who are employed by the Strata Corporation at the end of the past swimming season have indicated their interest in returning to work at River Springs. Council noted that they would have no objection to the same.

3) **Completed Items**

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: distribution of notice of Annual General Meeting; sinkhole repair by Parkland Drive; receipt of final invoice for electrical kiosk repair at 1228 Bluff Drive from Accura Electrical Systems; receipt of service report from Abell Pest Control for recreation centre; correspondence to Coquitlam Towing regarding Strata Council members list and authorization to caretaker to tow vehicles; correspondence to Coquitlam Fire Department regarding Strata Council members list; recreation centre fire system inspection by A.W. Fireguard Supplies; ordering of bins for Big Bin Days; request to caretaker to assist Big Bin Days; authorization to ServiceMaster to complete curb repair at strata lot 289; repair to main pool pump by Imperial Paddock Pools; concrete repair of sidewalk area at Bluff Drive by S J L Construction; reinstallation of knocked over bike rack by recreation centre; authorization for door hinge repair internal to recreation centre; winterization of swimming pool by Right Choice Property Services; fountain winterization by Citywide Plumbing; winterization of irrigation system by Harris Irrigation and University Sprinklers.

Council reviewed an invoice submitted by S J L Construction for repairs to the sinkhole on Parkland Drive. It was

MOVED AND SECONDED:

That staff be authorized to pay the invoice as submitted.

MOTION CARRIED

With regard to the invoice submitted by Accura Electrical Systems for repairs to the electrical kiosk at 1228 Bluff Drive, it was

MOVED AND SECONDED:

That staff be authorized to pay the invoice as submitted.

MOTION CARRIED

A lengthy discussion then took place with regard to a report submitted by GEL concerning the condition of the electrical kiosk and possible repairs that are required to the same. It was noted that as the electrical kiosks are not all located on any plans held by the Strata Corporation or as available from BC Hydro, Council would assist with locating of the electrical kiosks and advising staff of all the addresses. This information will be passed on to the contractor, so that an individual inspection of all kiosks can be affected, and the Strata Council can review the repairs required and the cost for the same.

With regard to Big Bin Days, it was noted that Big Bin Days was conducted and considered successful. The Strata Corporation has been invoiced not only for the normal supply and emptying of the refuse receptacles, but has additionally been invoiced by way of a surcharge from the refuse hauler for improper items which were discovered to have been placed in the refuse receptacles, namely tires and other recyclable items. The refuse hauler was required to remove these items from the landfill site and take them to a recycler, resulting in the extra cost to be paid by the Strata Corporation.

4) In Progress

The Strata Manager advised that the following items remained in progress: repair to fridge in recreation centre by JJ Appliances; annual furnace servicing by Citywide Plumbing to recreation centre furnace; wall repairs behind Colin Place as authorized by Council.

The following items remained tabled: gazebo roof and items from the Annual General Meeting, which include expansion of the RV parking lot, membership at the CHOA, continuation of the newsletter, and discussion on advertising costs applicable for the newsletter.

A lengthy discussion took place regarding the previously authorized wall repairs behind Colin Place residences. After a lengthy discussion, which included comments on whether the matter should be re-tendered, it was

MOVED AND SECONDED:

That the previously accepted tender stand.

MOTION DEFEATED (3 in favour, 4 opposed)

It was then

MOVED AND SECONDED:

That the previously received tenders for wall repairs be rejected, and that staff be authorized to re-tender the wall repair work and to include fence repairs as required to the residences that may be affected by the wall work. The work shall be scheduled for completion in the spring of 2010.

MOTION CARRIED

Discussion took place on the condition of the gazebo and the need for repairs beyond the gazebo roof to take place to the structure. It was suggested that perhaps a redesign of the gazebo structure itself should be considered, after which it was agreed that this matter would be tabled for discussion at a later time, at which time Council would discuss possible alternative construction options for the gazebo.

With regard to direction to Council originating from the Annual General Meeting concerning the RV parking lot expansion, it was

MOVED AND SECONDED:

To not pursue expansion of the RV parking lot.

MOTION CARRIED

With regard to membership in the CHOA, it was agreed that this matter would be tabled, pending the Strata Council's review of information on membership in CHOA.

With regard to the newsletter and whether to continue with the newsletter program, it was

MOVED AND SECONDED:

That the newsletter program continue.

MOTION CARRIED

With regard to the advertising rates charged for advertisements in the newsletter, staff were requested to obtain information from the newsletter editor on advertising for the newsletter, and that Council would consider this information at their next meeting.

5) Landscaping

Precision Landscaping

The Strata Manager tabled for Council's information the maintenance logs submitted by Precision Landscaping.

Tree Failure

The Strata Manager confirmed that Davey Tree Service had been requested to attend to a failed tree near the entrance to the RV parking lot.

With regard to Davey Tree Service, it was noted that Davey Tree Service had recently submitted a quotation for the removal of a potentially hazardous tree near the intersection of Flynn, Shaughnessy and Keith. Council noted that they are familiar with the tree in question. It was then

MOVED AND SECONDED:

That staff be authorized to instruct Davey Tree Service to proceed with the removal of this tree.

MOTION CARRIED

Staff were requested to ask Davey Tree Service to inspect another tree located near Shaughnessy and Keith which appears to be leaning.

Some discussion then took place with regard to efforts of staff to obtain input or action from the province of British Columbia regarding potentially hazardous trees located around the lake. At this time, no new information has been received from staff on this matter.

Maintenance Tenders

Staff confirmed that maintenance quotes for the 2010 growing season have been requested, and that tenders are anticipated to be available for Council's review at their next scheduled meeting.

Tree Committee

It was agreed that staff would contact Davey Tree Service asking them to contact the Tree Committee with regard to a review of the Shaughnessy boulevard trees.

6) Insurance

Policy Renewal Quotations

The Strata Manager confirmed and tabled documentation regarding staff's efforts in attempting to obtain costing estimates for the renewal of the Strata Corporation's insurance policy.

7) Correspondence

The Strata Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: election/re-election letters sent to

Council; letters of appreciation sent to retiring Council members; welcome letters sent to new owners; parking bylaw infractions; fence installation; tree maintenance.

8) RV Parking Lot

It was confirmed that the following wait list for parking stalls at the RV lot are: 12' stall (no wait list), 20' stall (4 owners on the wait list), 30' stall (6 owners on the wait list) and 45' stall (2 owners on the wait list).

9) Snow Clearing

Council and staff discussed the possible snow clearing needs for the winter season, and the costing estimates which have been received by staff to date on various snow plowing services. After some discussion, it was agreed that staff would utilize the same contractor as the previous year, who has agreed to hold their pricing firm from the previous year.

10) Meeting Schedule

The Strata Manager presented the proposed meeting schedule for 2010, calling for regular Strata Council meetings to be held on Mondays at 7:00 pm in the recreation centre on January 18, February 15, March 22, April 19, May 17, June 21, July 19, September 20 and November 22, 2010. A Strata Council budget discussion meeting will be held on August 30, and the Annual General Meeting is scheduled for October 18, 2010.

OTHER BUSINESS:

Christmas Light Competition

It was noted by Council that the Christmas light competition would be evaluated by Council members on December 21, 2009.

Communications

Discussion took place regarding email inquiries through the Strata Corporation's webpage and communication system follow up. Staff were requested to contact the administrator for the webpage to make arrangements for emails to go directly to the Strata Council President.

Staff were further requested to instruct the resident caretaker to ensure that updates on the marquee sign go up and are taken down promptly.

Missing Sign

Staff were requested to check on the replacement of a missing Parkland Place sign.

Christmas Gifts

It was

MOVED AND SECONDED:

That staff be authorized to provide a gift card to the caretaker, relief caretaker and newsletter editor as a Christmas gift.

MOTION CARRIED

Thanks and Appreciation

Council, on behalf of all owners of River Springs, wish to extend their thanks and appreciation to Jack and Bev Temp for their service as relief caretakers for River Springs.

ADJOURNMENT:

There being no further business, the meeting adjourned at 9:56 pm.

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