

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 939, RIVER SPRINGS, HELD ON MONDAY, MARCH 22, 2010, AT 7:00 PM IN THE RECREATION CENTER, 1950 LODGE DRIVE, COQUITLAM, BC**

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Council in attendance: Darren Berg, President  
John Jakse, Vice President, Grounds/Tree Committee  
Peter McKenna, Grounds/Tree & Bylaw Committees  
Chris King, Bylaw Committee (arrived at 7:56 pm)  
Wesley Barr

Allan Grandy,  
Strataco Management Ltd.

Absent with leave: Arlene Lambert, Bylaw Committee  
Jose Lopez, Treasurer

**CALL TO ORDER:**

The meeting was called to order by the Strata Council President, Mr. Darren Berg, at 7:09 pm.

**MINUTES OF THE MEETING OF FEBRUARY 15, 2010:**

It was

**MOVED AND SECONDED:**

That the minutes of the meeting of February 15, 2010 be adopted as distributed.

*MOTION CARRIED*

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**PRESIDENT'S REPORT:**

The President advised that he had nothing further to report at this time as all matters of concern would come up for discussion during the course of the meeting.

**STRATA MANAGER'S REPORT:**

**1) Finance Report**

Financial Statements

The Strata Manager tabled the financial statement for the month of February 2010. The financial statement was tabled pending report from the Treasurer.

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 a lien be authorized for placement against strata lot 217 for the collection of all outstanding monies and associated costs of collection, pursuant to the provisions of the bylaws of the Strata Corporation and the Strata Property Act.

*MOTION CARRIED*

Reserve Fund Investments

The Strata Manager tabled for Council's information copies of the RBC investment statement for the month of February 2010.

Collections

The Strata Manager tabled for Council's information copies of correspondence involving collection activities relating to strata lots 96, 123, 168 and 385.

**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.

Rental Information Sheet

The Strata Manager tabled for Council's information the most recent rental information sheet noting that as of March 10, 2010, there were eighteen strata lots known to be rented at River Springs.

**3) Mechanical**

BC Safety Authority

The Strata Manager tabled for Council's information copies of the order to repair and the permit taken out to complete repairs to a deficient electrical kiosk.

It was noted that the information provided by Council to staff on the possible location of other electrical kiosks has been passed on to the electrical contractor for review and inspection of the various kiosks.

It was noted that based upon discussions held with the BC Safety Authority, and review of all documents on hand, that the responsibility for repair of the electrical kiosks themselves would rest with the Strata Corporation. BC Hydro's responsibility ends with the provision of electrical power at the kiosk.

McRae's Tank Service

The Strata Manager tabled copies of the inspection report for the inspection of the sewer line between Shaughnessy Street and Metcalfe Way's first manhole. The report indicated that no unusual blockages or problems had been detected. This inspection was recommended one year ago by McRae's to ensure that further grease build up in this line did not occur. This line will be cleaned in approximately one year's time and continuing with every other year servicing of the drainage system.

Fraser Valley Hydrant

The Strata Manager tabled copies of the certificate verifying the annual servicing of the fire hydrants on site by Fraser Valley Hydrant.

4) **Landscaping**

Precision Landscaping

The Strata Manager tabled for Council's information copies of the monthly maintenance reports as submitted by Precision Landscaping.

Davey Tree Service

The Strata Manager provided additional reports and quotations from Davey Tree Service regarding boulevard tree maintenance reports, which had previously been forwarded to Council, and requests of Davey Tree Service to inspect additional trees. It was noted that Neil Wilson of Davey Tree Service had met with the Strata Council President to review the trees along Shaughnessy.

Council noted that a significant amount of maintenance work is required to the trees along Shaughnessy, both to selectively thin trees and to ensure the longer term health of the trees. Based upon the submission of Davey Tree Service, Council have established a budget of approximately \$70,000.00 including taxes to complete all of the recommended work. Council noted that within the operating budget of the Strata Corporation, a budgetary allowance of \$15,000.00 is available to be used towards this expense. It is Council's recommendation that the balance of the funds required to complete this work be utilized from the contingency reserve fund.

Council recommended that a Special General Meeting be called to enable the ownership to vote on this matter, and that the arborist from Davey Tree Service attend the meeting to explain the rationale and reasoning behind the tree program for Shaughnessy.

It was then

**MOVED AND SECONDED:**

That staff be authorized to call a Special General Meeting and to present the information from Davey Tree Service to enable the ownership to vote on implementing the recommendations for the Shaughnessy Street boulevard trees.

***MOTION CARRIED***

With regard to the gazebo, it was noted by Council that funding will be required from the contingency reserve fund to repair and substantially replace the existing gazebo due to its deteriorated condition. Council preferred that the gazebo issue be dealt with at the same Special General Meeting as the trees. A member of Council advised that he would provide information to staff on the design and costs for the same so that this information can be incorporated into the notice for the Special General Meeting. It was then

**MOVED AND SECONDED:**

That staff be authorized to include the replacement of the gazebo as a contingency reserve fund expenditure to be voted upon by the ownership at the same Special General Meeting as the Shaughnessy Street boulevard trees. Council would provide staff with the scope of work and costing information to include in the Special General Meeting package. Staff would then set the date for the Special General Meeting after receipt of the information.

***MOTION CARRIED***

5) **Completed Items**

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: correspondence to various residences on Colin Place regarding pending wall repairs; receipt of quotation from the Crackman for swimming pool coping repairs; receipt of quotation for replacement of concrete and metal benches from Creative Handyman and SJL Construction; receipt of quotation for wood fibre replacement at the playgrounds; receipt of quotation for sidewalk repair at the recreation centre area near picnic tables; replacement of defective hot water tank at recreation centre; replacement of defective hot water tank at Corporation's self owned residence by Citywide Plumbing; replacement of weathered stop sign at Flynn and Elizabeth.

With regard to the above, it was

**MOVED AND SECONDED:**

That staff be authorized to accept the quotation of the Crackman for repairs to the swimming pool coping stones.

***MOTION CARRIED***

With regard to the replacement of the existing wire framed benches, an additional quotation was provided through an owner within the complex for concrete style benches at a significant discount. It was then

**MOVED AND SECONDED:**

That staff be authorized to purchase four (4) benches for placement on site. An additional bench will be purchased and paid for by an owner who wishes to donate the bench to the Strata Corporation.

***MOTION CARRIED***

With regard to the wood fibre replacement in the playgrounds, Council reviewed quotations from Right Choice Property Services and Creative Handyman. After some discussion, it was

**MOVED AND SECONDED:**

That the quotation from Right Choice Property Services be accepted subject to verification that it would entail the use of engineered wood fibre and not regular bark mulch.

***MOTION CARRIED***

With regard to the sidewalk repair, it was agreed by Council that this matter would be tabled for discussion at another time.

**6) In Progress**

The Strata Manager advised that the following remained in progress: start up of irrigation system; receipt of new pool tags; treatment of recreation center for moss; powerwashing work to tennis courts and vehicle entry gate; cleaning of playground equipment; bylaw amendments; pool preparation and opening; pool heater servicing; removal of dishwasher left on sidewalk by caretaker; gazebo repairs.

Concerning the above, staff were requested to ask the caretaker to add the cleaning of the north sidewalk beside the recreation centre to the list of items to be powerwashed.

With regard to the bylaw amendments, after some discussion, it was agreed by Council that the Bylaw Review Committee would review a draft of proposed bylaw amendments and that these amendments could then be presented to Council for further discussion before presentation to the ownership at a General meeting.

**7) Correspondence**

The Strata Manager advised that since the last Council meeting correspondence had been sent or received concerning the following: welcome packages; wall repairs; request for approval to alter driveway; improper storage of appliances; general bylaw infractions; strata lot modification; parking bylaws; carport enclosure; use of recreation centre for daycare purposes.

Concerning the above, Council reviewed the request of the owner of strata lot 325 for permission to widen their driveway. Based upon the submission, it was

**MOVED AND SECONDED:**

That permission be granted to the owner of strata lot 325 to widen their driveway subject to compliance with any and all requirements of the City of Coquitlam.

*MOTION CARRIED*

**8) RV Parking Lot**

It was noted that at this time there are no owners on the 12' stall wait list, seven owners on the 20' stall wait list, five owners on the 30' stall wait list, one owner on the 45' stall wait list.

**OTHER BUSINESS:**

**Easter Party**

It was noted that Council would be discussing the organization for the annual Easter party and would be distributing notices to owners regarding this matter.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 8:44 pm, until Monday, April 19, 2010, at 7:00 pm in the recreation center, 1950 Lodge Drive, Coquitlam, BC.

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