

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 939, RIVER SPRINGS, HELD ON MONDAY, FEBRUARY 20, 2017, AT 7:00 PM IN THE RECREATION CENTRE, 1950 LODGE DRIVE, COQUITLAM, BC**

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Council in attendance: Darren Berg, President  
Barry Wilson, Vice President  
Chris King, Garden Committee  
Laura Woodward, Social-Recreation Committee

Allan Grandy,  
Strataco Management Ltd.

Absent with leave: Jose Lopez, Treasurer  
Annice Hardin-Tibando

**CALL TO ORDER:**

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

**MINUTES OF THE MEETING OF JANUARY 16, 2017:**

It was

**MOVED AND SECONDED:**

That the minutes of the meeting of January 16, 2017 be adopted as distributed.

*MOTION CARRIED*

**BUSINESS ARISING FROM THE MINUTES:**

There was no business arising from the minutes.

**PRESIDENT'S REPORT:**

The President extended his appreciation to all residents who assisted in shoveling snow from sidewalks in front of their strata lots, and to those who offered help to residents who were not able to clear the snow themselves.

**STRATA MANAGER'S REPORT:**

1) **Finance Report**

Financial Statements

The Strata Manager tabled the financial statements for the months of September, October, November and December 2016 and January 2017. While the Treasurer was not able to attend the meeting, his report on the financial statements previously provided to Council recommended adoption of the statements. It was

**MOVED AND SECONDED:**

That the financial statements for the months of September, October, November and December 2016 and January 2017 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. During this review Council considered correspondence from an owner requesting that late payment interest be deleted since the arrears related to the difference in strata fees between the prior fiscal year and the current fiscal year.

It was noted that the owner had indicated this short payment was a conscious decision. After considering the owner's comments it was

*MOVED AND SECONDED:*

That staff communicate with the owner to advise that Council denied the request for deletion of late payment interest which had been assessed as required by the Strata Corporation's bylaws.

*MOTION CARRIED*

After further reviewing the strata lots with outstanding balances it was

*MOVED AND SECONDED:*

That foreclosure action be authorized against strata lots 26, 198 and 273 for the collection of all outstanding monies and associated costs of collection, pursuant to the provisions of the Strata Corporation's bylaws and the Strata Property Act.

*MOTION CARRIED*

**2) Staff Report**

Caretakers

The Strata Manager tabled for Council's information copies of the caretaker reports received since the last Council meeting.

Priority Building Services

The Strata Manager tabled a report from Priority Building Services relating to their internal evaluation of the work done by their staff in cleaning the recreation centre.

Super Save Disposal

The Strata Manager tabled correspondence from Super Save Disposal regarding charges for temporary fencing. The President noted that he would contact the contractor regarding the fencing invoices, given that the fencing in question had long since been picked up by the contractor.

Recycling at Recreation Centre

The Strata Manager tabled a proposal from Waste Management to provide recycling services at the recreation centre. Waste Management noted that as the recreation center was not a residential strata lot there would be charges for this service. During discussion Council requested that staff have the caretakers arrange to place recycling bags in the recreation centre which can be used by those renting the facility. Those parties renting the recreation centre can then take the recyclables home and place them out for pick up along with their normal household recyclables.

Visitor Parking

The Strata Manager tabled a request from a strata lot owner to use the Parkland Drive visitor parking lot to park their personal motor vehicles while their strata lot is undergoing renovations for the balance of the year. After reviewing the request it was

**MOVED AND SECONDED:**

That staff forward correspondence to the owner advising that Council would not support the request to park a vehicle for an extended period of time in the visitor parking area, as the bylaws of the Strata Corporation establish that the visitor parking areas are reserved exclusively for guests of residents of River Springs.

**MOTION CARRIED**

**Lifeguards**

The Strata Manager informed Council of those lifeguards who had worked in the previous swimming season and indicated an interest in returning this year. Council discussed this matter as well as suggestions for the head guard position. The Strata Manager also provided a resume received by staff based on a recommendation from a River Springs owners.

It appears positions may be available at the swimming pool this summer. Any resident interested in possible employment as a lifeguard or swimming instructor this year are asked to submit their resumes to the management office. Candidates must have a current NLS Pool Option certification, current Water Safety Instruction certification, and current First Aid certification.

**3) Landscaping**

**2017 Landscape Maintenance**

The Strata Manager tabled correspondence to Lawn Care Plus indicating their proposal for 2017 landscape maintenance services had been accepted. The Gardening Committee Chairperson reported that he had a positive meeting with the new landscaper, during which time various areas in and around the recreation centre were reviewed for improvement work. Discussion was also held on the pruning of gardens and nearby shrubbery. It was expected the landscaper's quotation for additional work would be received in the near future.

The Strata Manager tabled correspondence sent to those landscapers whose proposals for 2017 were not accepted.

**Bartlett Tree Experts**

The Strata Manager tabled correspondence exchanged with Bartlett Tree Experts concerning various issues to be attended to by the contractor. It was noted that snow and ice had damaged a number of trees and that Bartlett has been requested to attend to some trees on an emergency basis. The contractor was scheduling to return to the site to carry out additional repair work on various trees. Staff were requested to ask Bartlett when they planned to raise the canopies etc. in and around the recreation centre, work which they had quoted on some time ago.

**4) Completed Items**

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: additional snow clearing and salting services; repair to water line near strata lot 87; removal of trees near strata lots 180, 1, north of recreation centre near RV parking lot entrance gate, and near strata lot 403 due to snow and ice damage; inspection of discharge drainage sump near strata lot 289.

**5) In Progress**

The Strata Manager advised that the following remained in progress: receipt of report and quotation for swimming pool deck maintenance; installation of fencing at basketball court and playground by Steelguard; roadway inspection for snow and ice damage.

**6) Parking**

The Strata Manager presented copies of the parking reports submitted by the caretaking staff concerning improperly parked motor vehicles, along with follow up correspondence to owners/residents.

**OTHER BUSINESS:**

Bylaws

It was noted that Council met on February 6, 2017 to commence the review of the current bylaws of the Strata Corporation along with draft bylaws provided by legal counsel. Council members noted that several meetings would be required to complete this process. Potential dates for further meetings were discussed, along with the methodology of the bylaw review.

Easter Party

The annual Easter party is to be held on April 15, 2017 in the recreation centre.

Fireplace Use

A member of Council noted that periodically complaints are received about persons burning improper materials in their fireplaces. All residents with wood burning fireplaces are reminded that the fireplaces should be inspected annually if regularly used to ensure they are safe to use. Materials other than wood, wood pellets, fireplace logs etc. should not be burned in fireplaces. The burning of garbage or other materials can cause odour problems for nearby residents.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 8:15 pm, until Monday, March 20, 2017, at 7:00 pm in the recreation centre.

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/sj