

**MINUTES OF THE MEETING OF THE STRATA COUNCIL, STRATA PLAN NW 939,
RIVER SPRINGS, HELD ON MONDAY, JULY 17, 2017, AT 7:00 PM IN THE
RECREATION CENTRE, 1950 LODGE DRIVE, COQUITLAM, BC**

Council in attendance: Darren Berg, President
 Barry Wilson, Vice President
 Jose Lopez, Treasurer
 Laura Woodward, Social-Recreation Committee
 Annice Hardin-Tibando

 Allan Grandy,
 Strataco Management Ltd.

Absent with leave: Chris King, Garden Committee

CALL TO ORDER:

The meeting was called to order by the Strata Council President, Darren Berg, at 7:06 pm.

MINUTES OF THE MEETING OF JUNE 19, 2017:

It was

MOVED AND SECONDED:

That the minutes of the meeting of June 19, 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 expressed the hope that all owners are enjoying the favourable summer weather.

Mr. Berg noted that a problem had been uncovered with the operation of the irrigation system. As a result a change in irrigation system contractors has been made and the new contractor has activated the entire system and made a number of repairs/adjustments. Lawn Care Plus has completed additional landscaping improvements around the recreation centre and gazebo area as previously authorized by Council. Positive comments have been received concerning the improvements.

A decrease in improper street parking has been observed and the President extended his appreciation to all residents who are obeying the rules and regulations governing parking within River Springs. The remaining few who have not been cooperating, in particular as concerns parking vehicles on the streets, are kindly asked to cooperate with the spirit and intent of the rules and regulations, which have been created for the benefit of all.

STRATA MANAGER'S REPORT:

1) Finance Report

Financial Statements

The Strata Manager tabled the financial statement for the month of May 2017. The Treasurer reported on his review of the financial statement, and in particular various expenses incurred by the Strata Corporation reflected therein. At the conclusion of the Treasurer's review it was

MOVED AND SECONDED:

That the financial statement for the month of May 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. Subsequent to this review it was

MOVED AND SECONDED:

That foreclosure action be authorized against strata lot 26 for the collection of all outstanding monies and associated costs of collection, pursuant to the bylaws of the Strata Corporation and the Strata Property Act.

MOTION CARRIED

Arrears Notices

The Strata Manager confirmed the distribution of arrears notices to those strata lots with unpaid strata fees.

2) Staff Report

Video Request

The Strata Manager tabled correspondence from a real estate agent seeking permission to fly a drone over River Springs for the purpose of making a video. After consultation with legal counsel staff were issued instructions to notify the realtor that the request had been denied. It is Council's understanding that the realtor proceeded anyway.

Rental Information Sheet

The Strata Manager tabled the updated rental information sheet, noting that as of June 9, 2017, 32 strata lots were known to be rented at River Springs.

Irrigation System

The Strata Manager tabled correspondence exchanged with University Sprinklers regarding the reporting of an irrigation system leak.

Caretakers

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

Pool Incident

The Strata Manager tabled a report from the lifeguards concerning an incident at the pool which resulted in the emergency medical response service being called. Council indicated they were pleased with the efforts of the lifeguards and the way in which the situation was handled, and were further pleased to hear that no serious injury had resulted.

3) Completed Items

The Strata Manager advised that since the last meeting of the Strata Council the following items had been completed: asphalt repair patch near strata lot 87; repair to recreation centre blinds by Brite Blinds; commencement of summer swim lessons; repairs/restarting of lawn and garden irrigation system by Kore Irrigation; repair of street

lights at various locations; ant treatment at recreation centre; repair to light system at gazebo.

Council noted that the asphalt repair patch near strata lot 87 had been inspected, and it was

MOVED AND SECONDED:

That the invoice from Parking Dot Com for this work be paid.

MOTION CARRIED

Council discussed the need to perform further asphalt repairs within the complex and staff were requested to follow up with a contractor to obtain more detailed costing information, which can ultimately be presented to the ownership for consideration at the Annual General Meeting.

4) In Progress

The Strata Manager advised that the following remained in progress: trimming of large boulevard trees along Shaughnessy by The Tree People.

A further quotation was received from The Tree People for pruning an additional 23 trees not included in the initial quotation. The work relates primarily to deciduous trees as opposed to evergreens. After review of the quotation it was

MOVED AND SECONDED:

That The Tree People be advised that their quotation for additional services has been accepted.

MOTION CARRIED

5) Correspondence

The Strata Manager tabled copies of correspondence regarding welcome packages; lawns requiring cutting; interaction with caretaker; pet bylaw infraction; fence improvement project; submission of insurance coverage; improper parking of motor vehicles on lawn; request to prune shrub around fire hydrant; sale of strata lot; relinquishing of RV parking stall; tree maintenance.

Council reviewed correspondence exchanged with a strata lot owner pertaining to an incident occurring at or near the recreation centre involving the owner and the caretaker, and reports of a pet dog off leash. After reviewing the information provided staff were requested to forward correspondence to the owner of strata lot 42 advising that the Strata Council has determined that a fine will not be assessed at this time for the failure to keep the owner's pet dog on a leash while on the common property, but that fines will be assessed in the future should the pet dog be observed off leash. Staff were also asked to remind the caretaker that as the recreation centre is common property the caretaker's pet dog must be on a leash when within the centre. An owner is also to be notified that further complaints received of the aggressive behaviour of their pet dog will be reported to the appropriate authorities.

6) Parking

The Strata Manager tabled correspondence forwarded to various strata lots in regards to reports of improper parking on roadways and lawns. Council noted that three separate letters had been forwarded to two strata lots regarding the improper parking of vehicles on the landscaped areas. It was then

MOVED AND SECONDED:

That staff forward correspondence to strata lots 177 and 323 advising the owners of continued reports of vehicles being improperly parked on the landscaped areas, as well as the assessment of a \$25.00 fine.

MOTION CARRIED

7) Landscaping

Tree Removal

The Strata Manager confirmed that Bartlett Tree Experts had removed a severely leaning tree from the visitor parking area by Parkland Drive.

Tree Pruning

The Strata Manager noted that staff are awaiting receipt of a start date from The Tree People for pruning the large trees along Shaughnessy.

Mulch Installation

The Strata Manager confirmed that Lawn Care Plus has installed the mulch in the garden areas near the recreation centre and gazebo area as authorized by Council.

OTHER BUSINESS:

Bylaws

The Strata Manager tabled a copy of the revised draft bylaws for the Strata Corporation, which are being reviewed by Council. It was noted that the amendments requested at the previous Council meeting had been incorporated into the draft, which was then tabled pending further review by the Strata Council.

Use of Recreation Centre

Council considered a request from an owner for permission to use the recreation centre once per week (without charge) to offer a complimentary yoga class to River Springs' residents. Council indicated they would have no objection to the recreation centre being provided for this purpose, subject to only River Springs' residents being able to participate, no charge being levied for the service provided, and the owner conducting the class providing proof of liability insurance.

Bears

A lengthy discussion was held concerning the activities of bears in the area. Members of Council noted that all residents should ensure that no garbage or food products of any kind are left outside of the strata lots. Garbage should be put out on the morning of pickup, and the containers brought back in the same day. Any old food products, refuse etc. can be a tempting meal for a bear. Increased bear activity oftentimes results in the bear(s) having to be destroyed. Please be "bear conscious" and do not encourage these animals to congregate in the area by providing a readily available food source.

Budget Meeting

It was tentatively agreed that a budget meeting would be held on August 28, 2017, at which time the budget for the next fiscal year would be discussed.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:33 pm, until Monday, September 18, 2017, at 7:00 pm in the recreation centre.

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/sj