

# Community of Sun Rivers Owners' Association

Board of Directors Meeting Jan 16 1:15 PM  
SRDC Office 1701 Sun Rivers Drive

Attendees: Mark Barrett, Deb Janowsky, Lenore Mallais, Parm Armstrong,  
Dustin Osborn, Eric Yeo, Josh Keller

Regrets: Steve Davidson, Carol McWilliams, Mike Dewar

1. Call to Order at 1:15pm by Mark Barrett
2. Approve Agenda Parm/Deb carried
3. Review and approve minutes of Board of Director's meeting held Oct 25, 2023  
Lenore/Dustin carried
4. Financial statements to Nov. 30, 2023 Deb/Lenore carried
  - a. Kinetic has been able to catch up most of the delinquent accounts from the transition of property managers in October 2022. Kinetic to contact the remaining few accounts one last time and then report back to board at next meeting to determine next steps.
5. Board Positions
  - a. President: Mark Barrett
  - b. VP: Lenore Mallais
  - c. Secretary: Parm Armstrong
  - d. Treasurer: Deb Janowsky
  - e. Committee Heads:
    - i IT/Communications: Josh Keller (not a board member)
    - ii Rates/Utilities: Doug Howard (not a board member)
    - iii Traffic/Safety : Mark Barrett
    - iv Community Events: Deb Janowsky/Lenore Mallais
    - v Community Garden: Bob Johnstone (not a board member)
    - vi Community Appearance
6. Reports
  - a. Corix – CSROA Dec meeting review
  - b. Utility Rate Committee - See Minutes of December 15, 2023 Meeting for a and b as Appendix A
    - i Josh to Compose a bulletin to go out to SR community regarding a and b
  - c. Traffic & Safety – see report attached as Appendix B
    - i Evacuation plan update: Mark
      - a. Formal report is still under review at TteS. No timeline available at this time.
      - b. CSROA will send out the evacuation plan guidelines in the spring.

Tuesday, January 16<sup>th</sup>, 2024

- d. Events Committee: Lenore/Deb – See report attached as Appendix C
  - i. Garage sale: April 28
  - ii. Poker run – TBA
  - iii. Community Fair – September
  - iv. Christmas Social: in lieu of this due to venue and cost concerns...try an outdoor event.
  - v. Art Board for Community

All of these events require volunteers in order to have them. If you are interested in volunteering for one or more of these events, please reach out to Lenore Mallais at mallais@telus.net.

- e. Community Garden update – See report attached as Appendix D

Moved that all reports be accepted with thanks: Dustin/Deb - carried

### **Old Business**

- 7. Meranti Sign proposal update:
  - a. Waiting to hear final plans on large sign.
  - b. Plan to meet with Meranti regarding space for SR community on signage
  - c. Perhaps review by-laws: Create a contractual document
- 8. Review budget for '24 – Board reviewed budget. No further action required.

### **New Business**

- 9. Community Communications Survey
  - Josh to produce a communications survey for the community and present to board prior to distribution.
- 10. Watering restrictions
  - a. In light of foreseeable drought this summer, we will follow TteS direction and forward any instructions to the community as they become available.
  - b. Xeriscaping options of community landscaping will be reviewed, and suggestions brought back to the board for consideration.
- 11. Bottle Drive Policy – any group wanting to do a bottle drive in Sun Rivers needs to contact Kinetic Realty and Property Management at [info@kineticproperties.ca](mailto:info@kineticproperties.ca) to obtain confirmed dates.
- 12. Next Meeting Date & Time
  - February 21 – 10:00 at Sun Rivers Developments office
- 13. Motion to Terminate Meeting: Dustin 2:51pm – Carried.

# Community of Sun Rivers Owner Association

Friday, December 15, time: 12 noon to 2 p.m.  
Sun Rivers Sagewood Community Centre

## Utility Rate Minutes

Present: Darrin Stephanson, Bob Shields, Pam Astbury  
Doug Howard, Jack Hamlin, Rick McCallum  
Lenore Mallais, Walter Cooper, Carol McWilliams, Gene McKay, Deb Janowsky, Mike Dewar, Sue Perry, Joanne Galbraith, Mike Clare, Malcolm Ashford, Parm Armstrong, Des Gelz  
Dustin Osborn  
Eric Yeo

1. The CSROA wants to promote processes that will enhance open lines of communication with all levels of Corix. For example, begin quarterly, sit-down, informative meetings to review performance status and issues with the homeowners. In addition, initiate regular zoom call meetings, once every two months, to review or resolve any differences to the schedules.
  - Corix shares a desire for improvements in communications. Darrin will not be available for meetings quarterly but can commit to semi annually meetings with CSROA in some format (either in person or electronically depending on schedules and agenda)
  - Darrin is to be the main contact for items that fall under rates and finance. Bob is to be contacted for day to day operations.
  - Community open houses can be held in collaboration with CSROA and Corix.
  
2. The CSROA wants to have more communication on Corix projects happening throughout Sun Rivers (capital improvement projects). We believe there are many good upgrades happening within the community, however, not much for communication on these.
  - Corix is working on an app to push direct communication to residents of Sun Rivers – disruptions, maintenance, etc. Hoping to have something up and running in the next 12 to 18 months.
  - Corix will continue to use their website to post information.
  - Corix will improve communications on all Corix projects. CSROA has offered to push communications through their email streams as well until the app is up and running.
  - Corix can communicate better the capital projects that are happening and get the information out sooner to relieve frustrations

The CSROA would want to see the proposed, yearly, maintenance schedule for the community. The CSROA finds the maintenance process to be more reactive than proactive.

- Start putting out communications on maintenance and capital improvement projects
- Unique issues with the three parties in the agreement that one party can't decide to release the Master Service Agreement to CSROA. All three parties need to agree in order to release the agreement to CSROA.
- Corix stated that CSROA and residents are best to refer to tariff schedule for information on utility commitments for the community
- Corix will improve communications on maintenance expectations/timelines to residents

### 3. The Corix Utility Rate Model:

Corix has made it clear that due to proprietary rights, they are not willing to provide the CSROA with a working copy of the model. This position is unacceptable to the CSROA. There needs to be an oversight process to ensure that:

- (a) the unregulated utility rates calculated by Corix are reasonable, and
- (b) to review the inputs being used to generate the utility rates (i.e. capital and operating costs, ROI, and expected build-out period to name a few).

Consequently, a dispute/arbitration mechanism needs to be developed that allows for the CSROA to challenge the results of the model. How do we do this?

- Darrin is willing to release a version of the rate model but not promising the amount of input that the community will have in rates.
- Financial model overview is being conducted now and will be available to CSROA/URC in the next year to review.
- Changes in rates are coming due to the length of the build out of Sun Rivers that's happening

### 4. The CSROA wants Corix to develop and implement a process that will provide adequate, advanced notice of any changes to utility rates, maintenance schedules, etc.

- Corix is open to improving the delivery of planned rate changes and communicating these to the residents earlier.

### 5. The CSROA wants Corix to provide the CSROA on a monthly basis the financial statements together with current balances for the maintenance reserve fund account and the deferred capital account?

- Will not supply financial statements of Corix
- Maintenance Trust Fund information will be sent to CSROA

6. Traffic and Safety:

A pedestrian was struck by a vehicle in the crosswalk of Sun Rivers Drive and Sun Rivers Drive West (the 4-way stop) in November of 2023 and was admitted to Royal Inland Hospital as a result of injuries. This incident was due to inadequate intersection lighting, no pedestrian warning lights and driver error (typically not stopping at the 4-way stop sign and/or speeding). For the past two (2) years, CSROA has repeatedly requested Corix to assist with a solution and provide upgrades/enhancements to the intersection to improve pedestrian safety and increase vehicular adherence.

In conversations with Corix's traffic engineer at McElhanney, the following solutions were suggested;

- (a) change the crosswalk lines from the zebra pattern to parallel lines as the zebra pattern indicates a crosswalk not located at a controlled intersection (the controls here are the stop signs). The parallel lines additionally enforce the Stop signs;
- (b) clear all shrubbery etc. to allow clear site lines, 4-ways;
- (c) use high reflective stop signs, this appears to have been completed but no confirmation from Corix;
- (d) add a pedestrian push button operated flashing light system;
- (e) improve the street lighting;
- (f) add crosswalk specific down lighting.

CSROA would ask Corix to commit to and perform the above upgrades in the coming 2024 year.

Corix committed to:

- More painting of intersection lines and improved signage (size and number of signs)
- TteS Bylaw officers to enforce visibility of signs from landscaping at intersections
- Additional signage to be put up for speed, crosswalk, advanced stop signs
- Looking at enhanced lighting at intersections
- Speed bump to be installed on Sillaro Drive
- CSROA to continue to solicit RCMP to set up speed patrols in Sun Rivers

7. Next meeting date with Darrin S. and the CSROA?

- Next meeting to be setup for end of quarter 1 between Corix and CSROA.

CSROA TRAFFIC & SAFETY COMMITTEE REPORT  
JAN 16, 2024

## EVACUATION GUIDE & FIRE SMART

1. Malcolm Ashford and I will continue to represent Sun Rivers on both of these initiatives.
2. The evacuation guide was presented to Dep. Chief Ryan Cail of KFR for review and comments with the following feedback in an email to TteS, RCMP CoK:

*'Good morning and Happy New Year everyone. I would like to take a moment and thank the Sun Rivers community Association for their collective efforts on this draft plan. It is my understanding Sun Rivers has communicated this plan and worked with TteS in the development phase. My intent is to share this great work done by many caring folks. As I communicated with Sun Rivers, plans are fluid and may change due to the nature of the emergency. But the fact that there is a shared plan with residents that live in the community, makes them far more prepared than most. I hope that this plan can be a starting point for other Community Association groups. I look forward to working with you all in making our city safer, and more prepared.'*

## TRAFFIC SAFETY

Corix has commented on the status of the 7 outstanding issues below at the in-person meeting on Dec. 15<sup>th</sup>, 2023. Further details can be found in that report.

1. Upgrading all Stop signs in Sun Rivers to high reflective type.
2. Increase pedestrian safety at the 4-way Stop. <ol style="list-style-type: none"> <li>a. repaint the crosswalk to parallel lines instead of 'zebra' type.</li> <li>b. clear all shrubbery etc. to allow clear site lines.</li> <li>c. improve the street lighting and/or add crosswalk specific lighting.</li> </ol>
3. Repainting of all crosswalk lines
4. Complete the repairs to the roadway golf cart crossing from holes 5-6. Many golfers have expressed concern over the current ad-hoc crossing safety.
5. Assist CSROA with a solution to excessive speed on Sun Rivers Drive between the Visao Court and the Big Horn clubhouse
6. Also looking for excessive speed control as well as posted speed limits signs on Sillaro Drive
7. Visibility, site lines and lighting at the intersections of Sillaro Place - Sillaro Drive, and Ironwood Drive - Sun Rivers Drive.

# Community of Sun Rivers Owner Association (CSROA)

## 2024 Community Events Update

Special Events Committee: Lenore Mallais & Deb Janowsky

We would like to put forward a plan to expand our Community Events this year. Besides adding a few events, we would like to find residents who would take the lead for some events under our guidance and control. Below is the proposed calendar. All dates will be checked to be sure we have as few conflicts as possible.

1. The Garage Sale: requires minimal effort on our part - just signs and advertising. Each homeowner is in charge of their own setup. Community signs are signed out and picked up at a designated site and returned to the same site.

2. Poker Run: Lots of fun last year but low participation. We will try it again this year using the same route. If we have more participation ("walkers"), it will stay on the list of special events and if not, it will be dropped.

3. Spring Fling: Many people commented on the loss of the December Christmas social event at Masons. This was due both to covid and population growth in Sun Rivers. Finding a suitable venue to hold this sizeable event is more than a challenge. Perhaps instead of an indoor only venue, we could combine an indoor/ outdoor get together but in the late spring or early summer.

We could still collect gifts for the less fortunate or food donations for the foodbank or cash for a nonprofit organization. Masons may be an option to be enlisted to cater the event with appetizers and a single drink ticket, as in the past. We could possibly use both upstairs, the two upper decks and perhaps the lower area to accommodate the larger crowd. We would request that an RSVP survey email be sent to all residents of Sun Rivers to get an idea as to how many people would plan to attend.

Perhaps a themed event - a garden party - a spring fling with music - include informational tables such as FireSmart, recycling etc.

4. Community Fall Fair: always well attended and Deb and I think we have a fairly good hold on it. Many volunteers are absolutely necessary - both for success and to enhance the full flavour of our community.

5. Kids Xmas Social: to be held at the Sun Rivers Development office building. Perhaps a craft event with a goody bag take away. We might consider certain hours for certain age groups to ensure crafts are age appropriate and include parent participation for the little ones.

6. ART BOARD: Last year, we talked about creating an ART BOARD using two 4x4 posts and a piece of 4x8 (or?) plywood type board. Posts and board would be painted. An artist (possibly Parm) would paint the Sun Rivers logo in the center of the board. If that is not a viable, then we could reach out to a sign company.

All Sun Rivers residents would be sent an invitation to participate in this art project. If they are interested in doing so, they would purchase a specific size canvas and paint something that reflects life in our community.

The canvases would be attached to the big board for all to view. The ART BOARD and artwork would be appropriately sprayed and finished so as to preserve the artwork.  
Canvases could be added or removed over time.

Prepared by Lenore & Deb, 6 January 2024

CSROA Community Events Committee

c/o

Kinetic Realty and Property Management Inc.

<b>2022</b>	June 25	Saturday	9am - 2pm	<b>Garage Sale</b>	Sun Rivers Community		Lenore Mallais
	September 1	Sunday	11am - 3pm	<b>Community Fall Fair</b>	Masons Lawn		Lenore Mallais Deb Janowsky Laura Kelly Lisa Russell
	December 10	Saturday	cancelled	<b>Christmas Social</b>	Masons Upstairs	\$ 0.00	n/a cancelled - pandemic
<b>2023</b>	May 28	Sunday	9am - 4pm	<b>Garage Sale</b>	Sun Rivers Community		Lenore Mallais Deb Janowsky Laura Kelly Lisa Russell
	June 25	Sunday	9am start 8:30am Registration	<b>Poker Run / Walk</b>	Sun Rivers Community	\$ 313.00	Lenore Mallais Laura Kelly Steve Davidson Bonnie Grovue Jance Shaw Shelly Iwanek
	September 10	Sunday	11am - 3pm	<b>Community Fall Fair</b>	Masons Lawn	\$3,323.44	
<b>2024</b>	April 28	Sunday	11am - 3pm	<b>Garage Sale</b>	Sun Rivers Community		
	May 26	Sunday	9am start	<b>Poker Run</b>	Sun Rivers Community		
	June 16	Sunday	12noon - 4pm	<b>Spring Fling / BBQ</b>	Masons Lawn		
	September 15	Sunday	11am - 3pm	<b>Community Fall Fair</b>	Masons Lawn		
	December 7	Saturday	12noon - 3pm	<b>Children's Christmas Social</b>	Masons or Sagewood Community Centre		



Overall the garden is in good shape. Some items to note.

1. Two years ago the bulk of the wood frames on the garden plots were replaced. The installer indicated the balance of frames were to be replaced this past year, which did not happen.

A couple of the frames are in bad shape evident from the pictures and should be replaced before the gardening season starts. The first picture is on plot 32, and the second pic of lot 50.

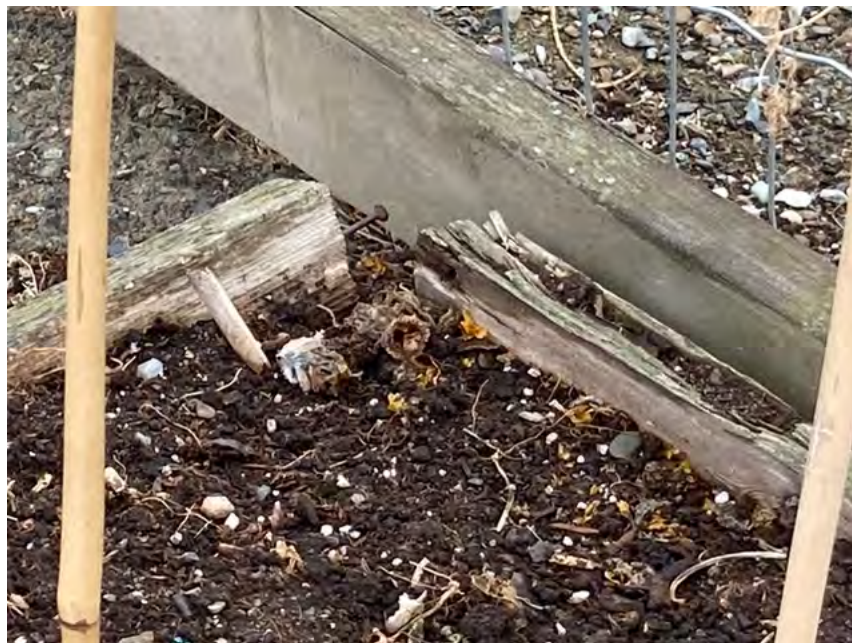
2. Several plots are deficient in soil, so the annual topsoil delivery to the garden would enhance those plots in need, especially if the old frames removed, as the new frames installed were higher which left many plots deficient in soil.
3. Five of the 4 X 4 fence posts are either broken off or rotten and should be replaced or supported in some fashion to ensure the security of the community garden. Yellow flagging tape indicates the posts that need attention.
4. The rock on the slope on the East side of the raspberry canes has disappeared and the landscaping cloth is now exposed, perhaps someone could survey that area to remedy?
5. The fruit tree inside the double gates showed no sign of life last year, and there was talk about having it removed. Once spring arrives, someone should check the tree, and if dead, removal would be recommended.

The above are personal observations only, someone else may see other agenda items not identified.

Cheers from a Happy Gardener  
Bob



Plot #32



Plot #50



Fruit Tree