

STRATA PLAN NW2050
Strata Council Meeting
Wednesday, April 30, 2014

- 1. PRESENT:**
- | | |
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| Gordon Farrell | Aviva Levin |
| Lindsay Armstrong | Carole Borthwick |
| Felix Zhang | Corinne Inglis |

Felix will be replacing Mark who had to step down due to other obligations. Felix offered to take his place and council are pleased to have him participate.

REGRETS: Michal Harrison, Terry Ash

2. CALL TO ORDER: 6:40 pm

3. ADOPTION OF MINUTES

- a. January 29, 2014 minutes - approved.

4. COMMITTEE REPORTS

- a. **Social** - Margaret Britten, a long term resident of Cypress Point, passed away on April 15 at the age of 88. The social chairperson sent a card with our deepest condolences.

b. Grounds and Gardening

1. Report from the Administrator

- A resident has completed building a retaining wall south of the office. This area will be planted shortly with a Syringa Bloomerang, a low growing fragrant tree and a bed of dwarf azaleas and rhodos.
- A hosta bed has been planted on the west side of Bldg. A in a deep shade area.
- A quotation was received from BC Plant Healthcare to spray for spanworm - 2 applications; to use a high pressure spray on the chestnut trees to reduce the amount of chestnuts being produced; and in the fall to install tanglefoot to the same trees for the control of spanworm. *The first spray has been completed. The release of 50,000 ladybugs is being recommended. Council approved the release of ladybugs which will occur in the summer.*

c. Fire & Security - chairperson - defer to next meeting

1. Fire Plan and Fire Marshals - no report
2. Block Watch - Caroline - The Richmond RCMP are suggesting that apartment and condo's apply 'No Key-No Entry" stickers to all glass entry doors. We have seven glass entry doors to the buildings and stickers will be ordered. *Council want to know if these stickers are available in other languages.*

3. Bylaws - Aviva- SL74 accepted the job of updating the Bylaws and Aviva is to speak with this resident about the progress being made.

d. Maintenance

1. Emerson's Carpentry repaired the fence around the pool so that it would be ready for painting. By removing the rot the life of the fence has been extended substantially.
2. Exterior Painting project - commenced with the cleaning of all buildings and the painting has begun at 7511A and at the pool fence. *The painters have stated that they are having a hard time painting as a lot of residents have not removed their belongings from the balconies.*
3. An estimate in the amount of \$66,675.00 was received to replace the wooden pool fence with aluminum fencing. *Council declined.*
4. TLC removed the junk that was tagged in the electrical and gardening rooms. *Council needs to remove junk from the council storage room, lounge and garden room once the painting project has been completed.*
5. Insurance Issues - Council to discuss the various scenarios presented at the recent insurance presentation and approve a format for the Strata Corporation to adopt. *Corinne will make up a rough draft based on council for council to approve.*
6. The installation of bike racks to the Bldg. C and Bldg. A/B bike lockers was quoted at \$897.10 for 42 spots of which 28 will be for vertical storage. *Work has been completed.*
7. Replace mailbox bank in Building C. *Council approved.*
8. An owner reported a drainage problem on the rooftop decks. *Ocean West will be on site on May 1 to correct the problem on all roof top decks.*
9. The rooftops have all been cleaned of leaves and the skylights will be washed in the next few weeks.
10. The cleaning of all windows will be delayed until after the buildings have been painted.
11. A quotation has been received in the amount of \$7,935.00 to replace some of the chimney stacks that have rusted through. All screws used on previous repairs must be replaced with stainless steel screws. Any chimney stack that is found to have the insulation settled could become a fire hazard. It is again being recommended that we consider installing electric inserts such as Dynasty SD - 30. *Council to discuss this at a later date and will report back.*
12. Council has asked Corona to provide a quotation to clear out all drains in the three buildings as we are starting to have a problem with blockages that are causing water damage.

e. Shared Facilities

1. The Strata Council has ordered / received 28 new pool patio chairs.
2. Murphy bed for the lounge - council to view the models, pricing and viability. *Defer.*

3. Beer bottles and other miscellaneous items are being left in the men's change room. *Smoking in this area is strictly prohibited.*
4. The exercise room suffered vandalism of two treadmills and it also appears the elliptical was vandalized. 11 suites were recorded as using the exercise room during the period of time this damage occurred.
5. One folding chair has been reported missing from the lounge.
6. An owner is offering to supply the exercise room with a 'Twist. *Council approved and asked that a photocopy of the instructions be posted in the exercise room.*
7. The pool will be opening on Friday, May 16th for the season. Do not forget to bring your pool tags with you and please remember that there is a maximum usage of four persons per suite at any given time. Street clothes are not allowed in the pool at any time nor are glass items.

5. NEW BUSINESS

6. OLD BUSINESS

- a. Depreciation Report - Council is still waiting to receive the final version of the depreciation report. The original report had numerous errors and needed to be corrected.
- b. The cost to install the fence at SL98 is \$3,120.00 plus new pavers if needed.

7. CORRESPONDENCE

Outgoing

- a. Bylaw infractions were sent to owners related to:
 - storage of items on the balcony other than patio furniture.
Clotheslines are not allowed to be displayed on the balconies.
 - wind chimes
 - window coverings that are not white or off white in colour.
 - cleaning up gooey messes that have been dropped outside a window and have messed up neighbours windows below.
 - throwing cigarette butts off the balcony and making a big mess
 - Christmas lights need to be removed
 - oil in parking stalls needs to be cleaned up
 - plants on railings
- b. Letter sent to Ashford Place, Cypress D and Woodridge Estates confirming that refund cheques will be sent regarding the surplus in the 2013 Cypress SF Budget .
- c. Letter sent to SL80 regarding a suite inspection to be carried out.
- d. Letter sent to SL80 regarding non compliance of council approval for renovations.

Incoming

- a. Email received from Cypress D requesting a 50/50 split for pavement repair on the south side of visitor parking. *Council requested that Cypress D provide documentation certifying that this area is a shared expense.*
- b. Letter received from the Wynford Group confirming that refund cheques will be sent out regarding the 2013 surplus in the Woodridge SF Budget. *These funds have been received.*
- c. Letters have been received from SL44 advising of their mother's passing".
- d. A thank you card from SL44 was received by the Strata Corporation.

8. FINANCIALS

- a. Accounts Receivable for February is \$43,922.27 (8 owners). April receivables are \$63,936.88.
- b. Woodridge Shared Facility December, January, February and March financials were received.
- c. Cypress December, January and February Shared Facility financials were issued.
- d. Approval of Cypress October, November, December, January and February financials -
- e. Fund Overview as of February 28, 2014:

CRF	112,275.39
Painting Reserve	<u>85,733.98</u>
Total	198,009.37
Repipe	35,333.70
Ext. Bldg.	6,770.39
Roof Top Deck	27,131.36
Prior Years income	59,130.25
Current Year	<u>19,759.89</u>
Grand Total	346,134.96

9. OTHER BUSINESS

- a. Foreclosure - Council gave approval to Corinne to sign an affidavit on their behalf.

10. EMAIL VOTES

1. Council approved SL74 for updating the Bylaws.
2. Council approved letter to SL 80 rescinding approval for renovation work.
3. Council approved proposed renovations for SL 17.
4. Council approved the deferral of the February & March SCM's as a quorum was not met.
5. Council approved the building of bike racks in Bldg. A/B and C

6. Council approved the pest control contract.
 7. Council approved proposed renovations for SL 89.
 8. Council approved Felix Zhang to join council.
 9. Council approved purchasing a copy of all covenants/easements for appx. \$200.00.
 10. Council approved the cleaning of the skylights and removing the leaves from the roof by SL 27.
 11. Council approved a formal chimney stack inspection of all three buildings.
 12. Council approved an \$80.00 donation to The Richmond Hospice Association in memory of Margaret Britten.
 13. Council approved proposed renovations for SL 38.
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11. **MEETING ADJOURNED:** 9:15 PM
 12. **NEXT MEETING:** May 28 2014 @ 6:30 pm