

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Wednesday, September 27th, 2023

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| 1. PRESENT: | Gordon Farrell
Joanne Parkinson
Murray Thompson | Linda McLaren
Carole Borthwick
Audrey Montero |
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REGRETS:

GUEST: SL80

2. **CALL TO ORDER:** 6:37 pm

3. **ADOPTION OF MINUTES**

Wednesday, July 27th, 2023 Strata Council Meeting Minutes were approved by email.

COMMITTEE REPORTS

4.1 Social

No reports.

4.2 Grounds and Gardening

4.2.1 Landscaping

Yamato Landscaping Inc. maintains the grounds surrounding Cypress Point on a weekly basis. Yamato has been working on a few gardening projects as requested by Strata Council. The shrubs at the entrance of Building A had to be pruned and the dying parts of the shrubs taken care of. Also, in the same area near the Building A sign some weeds needed to be removed and the soil fertilized. Yamato is entering a busy time with all the leaves falling, some pruning, and planning and organizing of the gardens around Cypress Point.

Bartlett Tree Experts were on site on September 15, 2023 to work on a few trees that needed attention. Trees and shrubs around the gardens in need of pruning such as the Cherry, Plum, Redbud, and Russian Olive. The goal of the pruning is to develop branch structure, reduce the likelihood of storm damage, provide clearance to the buildings, improve light penetration to understory plants, to promote airflow

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and to reduce disease. Other trees that were part of the pruning were Birch (2), Deodar Cedar, Vine Maples and Rose of Sharon, Holly and our neighbour's London Planes (2).

“Please follow or refer facebook@yamatulandscaping: we upload our job pictures on every visit.”

4.3 **Block Watch**

Richmond Block Watch is now on Facebook

Please click on this link www.facebook.com/richmondblockwatch and like our page to keep up with all the goings on here at

- 4.4.1 The pest control company, Assured Environmental, continues to visit and service Cypress Point on a monthly basis. We have received concerns from property owners regarding rodents near Building B's entrance and squirrels getting into the roof top regions of the structure. On July 27, 2023, Assured Environmental arrived on site to investigate the condition around Building B. Assured reported that particular roofline is difficult to inspect. We have more evidence now of the squirrels being around the area and Assured will schedule us to provide some solutions to the problems of squirrel noise, and dirt left on the balconies.

On August 29, 2023, Assured Environmental, installed 6 additional exterior stations: two - at the front of Building A 7511, one - at Building B 7531 south side of the exit parking area, one - at the northwest corner of Building B 7531; one - at Building C 7651 near the exit of the parking area and one – in the courtyard at Building C 7651 on the south side.

- 4.4.2 A pinhole leak in two areas of the inside of a water pipe was found by Corona Plumbing & Heating. Corona replaced water pipes from SL 77 up to SL88 next to the kitchen and in the hallway entrance of their respective suites. Since the pinholes were small the water had been leaking for some time, repairs to the wooden areas are needed in both suites. Canstar Restoration Company is scheduled to commence the repairs on October 6th, 10th and 11th. On September 28th, in the morning Epoch was on site to take samples for asbestos before Canstar can begin the restoration in the units. The repairs involve replacing the wood and drywall and painting the drywall.

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- 4.4.3 We received a letter from the elevator company increasing their maintenance fee. From September 1, 2023 the fee will go from \$661.50 into \$667.80
- 4.4.4 Corona Plumbing had the water shut down in Building B on Tuesday, September 8th and Wednesday, September 9th, 2023, from 9 a.m. to 5 p.m. Most of the repairs were done for the building and drywall replaced; painting is still needed in some areas. There are still a few openings in the ceiling of Building B that are being addressed and will be scheduled for closing or a temporary closure in the near future depending on the work that needs to be done. Thank you to all owners in Building B for your cooperation.
- 4.4.5 The domestic hot water boiler in Building A is on its last year. This style of boiler is no longer available. Strata Council together with Corona Plumbing are investigating upgrading to high efficiency equipment which would be approximately \$40,000 - 45,000 and would save us money in the long run. Council will be checking with B.C. Hydro about the possibility of obtaining grants.
- 4.4.6 Some ventilation turbines on the roofs are making noise and need to be fixed or replaced. Strata Council approved that if Corona Plumbing and Heating can't accommodate us soon in their schedule, we will request another company to send us a quote. This job is still pending.
- 4.4.7 Aberdeen Security Locksmith, Ltd., was on site during the month of August 2023. They supplied one passage handle for a door on the third floor Building B, which wasn't working properly. The installation, material and service call for the amount of \$373.73
- 4.4.8 Regarding the kitchen drain problem in SL84. There has been consultation with Atlas-Apex regarding what is needed and what a more efficient solution would cost for the drain problem in SL84. At this stage Corona Plumbing will indicate where the opening need to be located and Atlas-Apex, the roofing company will go ahead with the work. Corona Plumbing & Heating had a meeting with Strata Council Members regarding the procedure for the drain in SL84. They explained that a vent pipe needs to go through SL95 and exit through the roof deck of SL104. Corona explained that it will not alleviate the problem with the drain altogether but will make it easier for Corona to clean it out. Corona is coordinating the work between the suite's owners and Atlas-Apex.

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- 4.4.9 Kindly remember that only water should go down your kitchen and bathroom sinks. Corona explained that a big part of the problem with clogged drains it depends on what substances are being disposed of in the drains. Oils, food scraps and other waste such as hair or paper (no matter how small) should be disposed in the compost container and not flushed down the drain. The appropriate of disposal of waste will save each of the owner's money, time and inconvenience. Please take the time to make sure you are draining only water through the kitchen and bathroom sinks. Your cooperation is greatly appreciated.

Building B owners/residents keep leaving items not allow by the Strata's bylaw on the table in the lobby area. Please do not leave items in the lobby area. If you have items, you wish others to enjoy, please take them to Value Village or dispose of them. We have had to clean the table after rotten vegetables were left on it. This is not acceptable and owners/residents should know this is not correct. Since this infraction is describe in the bylaws, you will be fined if we find out you have left items in the lobby area. Thank you for your cooperation.

- 4.4.10 Highwater Maintenance completed the painting for SL43 and SL44, as well as the painting for SL88 balcony area.
- 4.4.11 Smoke alarms in SL15 and SL50 have been replaced.
- 4.4.12 We had a visit from the City of Richmond regarding towing signs, and the need to replace the ones that are old and hard to read properly. Each sign costs \$16.50 and there are 4 signs that need to be replaced.

4.5 Shared Facilities

4.5.1 Games Room

The Games Room can be booked to a maximum of its capacity 12 people per session.

There is no fee to use the facility, but a \$100 damage deposit is required. If you are an owner and would like to use the room, check the availability with the office. You will need to bring the deposit and fill out a form to secure your place.

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If you are a tenant you will have to take one extra step, which is to obtain written permission from the owner of your suite, which can be emailed to the office before booking the room.

4.5.2 Lounge

In order to book the lounge, please contact the office to request the date. At this time, the lounge can accommodate guests at their normal capacity, 25 people per session.

A rental agreement needs to be signed and presented with a \$50.00 rental fee and a down payment of \$100.00 for a damage deposit, which will be returned after the lounge committee checks the lounge and signs off that everything has been left in the same or better condition than received.

During the months of August and September, the lounge was rented 4 times.

4.5.3 Exercise Room

The exercise room is not large and can only accommodate 6 participants at a time.

We received a quote from Lifestyle Equipment for a new treadmill, as the present one is not in the best condition anymore. This quote includes the disposal of the old machine and the installation of the new machine, a Spirit XT685 Light Commercial Treadmill \$3,578.40

Currently, the exercise room has a fan that works, but it is very weak. Kindly remember to open and close the windows gently. Also remember to check that all the windows are closed if you are the last person leaving the exercise room. We appreciate your cooperation.

If there are other people at the gym, please consider using headphones when listening to music, as requested by Strata Council. It would be preferable to keep the music to yourself out of respect for other gym patrons. We appreciate your cooperation in advance and your understanding.

Thanks to all residents using the facility for keeping the area clean and organized.

Please do not unplug the equipment in the gym.

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4.5.4 Pool

The pool will be closed on September 30th, 2023. Thank you all for a great year.

It was reported by owners that the morning of July 27, 2023 a group of people were in the pool around 3 am. People in pool were seen and heard by residents. The people were smoking and making noise. This is a bylaw infraction and a disrespectful act to owners who are resting and trying to get a good night sleep. Due to the incident described above, Strata Council approved the installation of sensor lights in the pool area, hoping that the lights will discourage perpetrators from accessing the after-pool hours.

Last year, when the pool season came to a close, some strata council members met with Imperial Paddock and Pools to discuss the problem of the broken hot tub. They informed us that they would take care of the hot tub and that it would be fixed by the start of the season. While working on the hot tub, Imperial Paddock was unable to test it because the plumbing had been winterized. They had to wait until the spring when the pipes were de-winterized. When the hot tub was checked, the results showed that it was leaking, leaving little time for repairs before the pool was opened.

When the hot tub plumbing was tested, a leak was found in the heated return and also in the jet return line. The hot tub is very old and is showing signs of its age. Multiple jet return housings in the wall are broken and cracked. Voids were found in and around these jet housings. The skimmer housing is cracked and had been poorly patched. BC Leak Detectors recommends the hot tub be completely remodeled. This would include cutting concrete around tub and installing all new plumbing, fittings and tile.

The estimated cost would be \$40,000 to \$50,000.00

The company also recommends removing the palm tree from area near the hot tub.

After discussing the recommendations for the hot tub and the amount of funds needed, Strata Council has approved including this item in the next Annual General Meeting Agenda. This will enable owners to decide what they would like to see happen to the hot tub. From now until the package for the general meeting is assembled, owners are welcome to send their recommendations with regards to the hot tub.

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Four tags are included with each suite—two for the family and two for visitors. If you require a tag, they cost \$8.00 each. If you don't have a tag, kindly get in touch with the office to make arrangements for buying them.

4.6 Bylaws

Council would like to invite you to visit the Cypress Point website:
<https://cypresspointstrata.github.io/> under Bylaws NW2050 Bylaws for the most recent Strata Bylaws.

If you prefer to have a hard copy of the bylaws, you will be able to print a copy for yourself.

5. NEW BUSINESS

- 5.1 The Annual General Meeting has been scheduled for **Tuesday, November 28, 2023 at 7:00 pm**. It will be an in-person meeting in the Lounge.

If you are not able to attend the meeting, you may drop off your proxy to the Cypress Point Office by no later than **Monday, November 27, 2023** before 7:00 pm (which is **24 hours before** the Annual General Meeting)

You will receive a package in the mail, slipped under your door or under the door mat with the information for the Annual General Meeting Tuesday, November 28, 2023. Please feel free to email the office: nw2050@telus.net if you have any questions.

This year, the NW2050 Strata Council has openings for new members. This is a fantastic opportunity to volunteer for your community and join the Strata Council.

- 5.2 The mandatory annual chimney inspection is scheduled for **Thursday, October 26, 2023**. All work will be performed between 9 am and 5 pm. Please note that access to all suites is required for this inspection. If your suite cannot be accessed, costs associated with re-inspection may be charged to the strata lot owner. Vancouver Chimney Chief Ltd., will be conducting the inspection. Residents of suites are asked to also maintain physical distancing, and not invite technicians in if they are feeling or displaying any symptoms associated with COVID-19.

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- 5.3 The annual Fire & Safety Inspection is mandatory and it will be conducted by Sitka Fire Protection Inc. on **Thursday, October 26, 2023**, from 9 am to 5 pm. Bells will ring intermittently throughout the inspection. **Please note that access to all suites is required for this inspection. If your suite cannot be accessed, costs associated with re-inspection may be charged to the strata lot owner.** Residents of suites are asked to also maintain physical distancing, and not invite technicians in if they are feeling or displaying any symptoms associated with COVID-19.

On both occasions if you are unable to provide access to the technicians on the date indicated and need help from the office, kindly send an email indicating you are giving permission to the office to use the key on file to give access to the technicians to perform the inspection. If you do not have a key on file in the office, you can bring one to the office to be used and returned to you once the inspections are completed.

- 5.4 Please be advised that you will be fined for not following proper recycling and garbage disposal procedure. Kindly find attached the information for proper recycling and garbage disposal. For owners in Building B 7531, each suite received a paper copy of the information
- 5.5 Strata Council would like to thank SL80 for the time and for coming to meet with Strata Council and provide useful suggestions for Cypress Point.

6. OLD BUSINESS

- 6.1 We have received several complaints from owners regarding the present condition of other owner's balconies at Cypress Point. After some deliberation, Strata Council agreed to give all owners a letter/checklist to go over regarding balconies. Owners will have time to make the necessary adjustments. If the bylaw violation continues after the time limit, a fine will be imposed. A letter was sent to all Strata owners/residents to read over the questions, check the condition of their balcony, and make the necessary adjustments according to the bylaws.

Owners with rooftop decks will get a letter from the strata council outlining their obligations. The Property Committee will examine and evaluate the roof deck at a designated time. This task is still pending and will be carried out during the next few weeks of October 2023.

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- 6.2 If you are contemplating buying an electric car, please be aware that the buildings at Strata NW2050 do not have the electrical infrastructure to support car charging stations. There would be a considerable cost to modify our electrical systems and any upgrade project would need to be voted on by all owners.

If you are interested in finding out what needs to be done kindly consider joining a committee to work on this new project. Council would like to invite you to participate if you are interested in meeting with SL96 and anybody else who can help with this project. Any information you may have or would like to share about the subject will need to be address to the EV committee.

Thank you, SL24, for volunteering being part of the committee. There will be a follow up plan for the members to get together and act on the EV.

- 6.3 Thank you to all owners who have sent in their car insurance information to the office. If you have not done so already, kindly send the information to the office electronically or you can leave a copy of it at the office. Starting May 1, 2022 license plate validation decals were no longer required on BC vehicles. Since there is no physical evidence of the owners' up-to-date insurance with their vehicles, Strata Council is requiring a copy of your annual insurance to be kept on file in order to be sure that everyone is in line with the requirements of parking in the Strata corporation.

7. CORRESPONDENCE

Incoming:

- 7.1 SL38 reported noise from above her suite. Kindly remember that at all times you should try to avoid unreasonable noise.
- 7.2 SL106 requesting approval for renovations in the suite. Strata Council received all forms and requirements and approved of the renovations.

Outgoing:

Bylaw infraction fine for SL31 for parking in visitors/loading area.

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8. FINANCIALS

Accounts receivables as of September 30, 2023

SL51 \$1,031.26 SL81 \$871.66

Fund review as of June 30th and July 31th, 2023

	June 2023	July 2023
Contingency Fund	552,567.09	558,985.16
Special Levy Fund Carpet	582.56	585.33
Re-piping Fund	72,263.45	73,863.29
Exterior Building Fund	54,136.39	55,231.32
Future Remediation Fund	227,297.98	236,742.65
Gutters Levy Funds	19,282.62	19,277.62
Net Income Current Year	2,166.50	-2,245.04
Owners' Equity	\$928,296.59	\$942,440.33

9. MEETING ADJOURNED: 8:01 pm

10. Next Strata Council Meeting Wednesdays, October 25, 2023.