

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, February 29, 2024

1. PRESENT:	Gordon Farrell	Oliver St. Quintin
	Carole Borthwick	Joanne Parkinson
	Kate Phipps	Audrey Montero
	Murray Thompson	Linda McLaren

REGRETS:

2. CALL TO ORDER: 6:33 pm

3. ADOPTION OF MINUTES

Tuesday, November 28th, 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. has been actively maintaining the Cypress Point grounds and gardens, especially during the last few months of the year. Their efforts include cleaning around the gardens, clearing drains clogged with leaves to ensure proper water drainage as a precaution against winter weather conditions. Clearing drains is essential for preventing waterlogging and potential damage to the property. Additionally, Yamato salted the premises before a snowstorm and freezing temperatures to ensure the safety of the area.

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, February 29, 2024

Yamato Landscaping Inc. has made efforts to accommodate a request related to the timing of their gardening duties, particularly those involving machinery like the leaf blowers. The suggestion was to perform these tasks before 4:30 pm, and Yamato has committed to complying with this request. Additionally, they expressed their commitment to minimizing noise generated by the machinery to the best of their ability.

Bartlett Tree Experts took prompt action by being on-site to address a fallen tree following the snowstorm. Thank you to the owners who reported the problem. We are still waiting for a report from Bartlett regarding the condition of other trees that were damaged during the storm.

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

4.3 **Block Watch**

Richmond Block Watch is now on [Facebook](https://www.facebook.com/richmondblockwatch) please click on this link www.facebook.com/richmondblockwatch and like our page to keep up with all the goings on here at Richmond Block Watch.

4.4 **Maintenance**

- 4.4.1 The pest control company, Assured Environmental, continues to visit and service Cypress Point on a monthly basis. Assured Environmental has been actively addressing a rodent problem at SL106. There were two service visits and the resident has reported no more mice activity since the last service which indicates a successful resolution of the problem. Additionally, a recommendation was made to close the opening behind the stove to further prevent rodent access. This matter is expected to be addressed by the owner.
- 4.4.2 On August 10th, 2023, a water leak was reported in the parking area, in SL37, and on the floor of SL38. A call was made to Corona Plumbing as well as to Canstar Restoration to attend to the emergency. Corona Plumbing located a broken pipe between SL37 and SL54. There were weeks of repairs and inconvenience to the owners. This coming week Canstar will schedule Strata for the non-emergency repairs that are still pending.

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, February 29, 2024

- 4.4.3 Corona Plumbing and Heating has taken steps to improve the water supply system for the pool during the off season. They supplied and installed a pipe fitting that allows the pool water to remain charged even after the hose bibs have been winterized. This modification will allow us to maintain a certain water level in the pool, ensuring its proper operation.
- 4.4.4 Corona Plumbing addressed a leak on the wall outside of SL66. The problem was significant enough to affect several suites during the investigation process in December 2023. Corona Plumbing successfully identified and resolved the issue by supplying and installing the necessary pipes and fittings. They also made connections to the required piping in order to complete the repairs.
- 4.4.5 Corona Plumbing and Heating conducted an investigation into a water leak in the parking area. They traced the issue to the laundry risers for SL35 and above, opening the drywall behind the clothes washer in SL52 where they found wet piping. The cause was identified as a failed cold-water expansion loop, leading to the leak. Corona Plumbing and Heating then supplied and installed the necessary pipes and fittings to replace both the hot and cold expansion loops. They made the required connections for the existing risers, replaced the water, and checked for any additional issues. The pipe breakage resulted from building settlement.
- 4.4.6 It was suggested to provide more lighting in the bike locker room in Building A 7511. The electrician installed a brighter light that remains on continuously, potentially discouraging thieves from attempting to access the bikes in the locker room. Additionally, a heater was installed in the pool room as recommended by Corona Plumbing since they have provided a new fitting for the water to be on while the bibs are still winterized.
- 4.4.7 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.
- 4.4.8 Quotes have been requested to address the cleaning of the furniture in the lobby areas in Buildings A, B, and C. The issue has been present for almost a year and is currently in worse condition. The reason behind the furniture's condition remains unclear at this point.
- 4.4.9 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 needs to be located and Atlas-

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, February 29, 2024

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.

Corona Plumbing & Heating will schedule the work when the weather conditions improve this year at the end of the winter months.

- 4.4.10 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 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 of in the compost container and not flushed down the drain. The appropriate 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.
- 4.4.11 Building A, 7511 and Building B, 7531 owners/residents keep leaving items not allowed by Strata bylaws 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. We have had to clean the table after rotten vegetables were left on it and most recently, potato bags and other items. This is not acceptable and owners/residents should know this is not correct. Since this infraction is described in the bylaws, you may be fined for leaving items in the lobby area. We would like the lobbies to be visually appealing and safe.
- 4.4.12 As the weather changes, doors around Cypress Point may not fit their normal frame. It has been reported that a door is not closing properly in SL13. It has been difficult to arrange a suitable appointment due to time constraints for the owners and the carpenter.
- 4.4.13 A bay window in SL70 is partially repaired. Currently, the technician is awaiting more favourable weather conditions before proceeding with the permanent repairs.
- 4.4.14 Strata Council would like to express gratitude and appreciation to S23 and SL42 for their assistance in clearing the drains during heavy rain, preventing water from accessing the Cypress Facilities. Additionally, thanks are extended for clearing the snow multiple times during the snowstorm. Your efforts and hard work are sincerely appreciated.

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, February 29, 2024

- 4.4.15 An owner reported a mechanical problem with the elevator in Building B on January 4, 2024, at 4:39 pm. As a result, another owner was trapped in the elevator for approximately 35 minutes. Additionally, it was noted that the emergency phone number inside the elevator was incorrect. Following up with Richmond Elevator it was revealed that the U contractor, responsible for the elevator's vertical movement, needed replacement.

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.

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.

A new dedicated line by TELUS may be necessary to support the performance of the surveillance camera near the pool area.

During the months of November and December, the lounge was rented 4 times.

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, February 29, 2024

4.5.3 Exercise Room

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

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.

Strata Council would like to thank SL42 for installing the new window handles at the gym room.

The new handles have improved the functionality of the windows. As a friendly reminder to all users, we kindly ask for careful consideration when opening and closing the windows to preserve their longevity and effectiveness.

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 any of the gym equipment.

4.5.4 Pool

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

The Strata Council has approved consulting with the pool company regarding the next steps concerning the hot tub since owners voted against its repair. During the previous assessment by the technician, it was suggested that the palm tree next to the hot tub be removed. However, since the hot tub is currently out of service and has a temporary safety cover over it, we would like to confirm whether the removal of the palm tree is still necessary. We have contacted Imperial Pool Paddock to schedule a consultation meeting to discuss the next steps regarding the hot tub and its surrounding areas.

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, February 29, 2024

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 Strata Council has approved an additional meeting with Monitor King, the company responsible for installing surveillance cameras in Cypress Point. The purpose of this meeting is to clarify the locations and number of cameras to be installed, and to revise the procedure to ensure compliance with the bylaws.
- 5.2 The discussion about exploring better options for signage in the garbage rooms was deferred until the next Strata Council Monthly Meeting.
- 5.3 Two specific parking spots have been allocated by Strata Council for delivery trucks and/or couriers arriving at Cypress Point to deliver products to owners. Beside stalls 1 and 2, one stall is located at the Building B's entrance. The other parking spot, now designated is stall 32 which is in front of the games room. New signage will be in place as soon as the weather permits.
- 5.4 The annual Fire & Safety Inspection was conducted by Sitka Fire Protection Inc. on Thursday, October 26, 2023. The inspections were 99% completed except for SL16 who will be scheduling the inspections with Sitka company later on. SL16 received a warning letter, instructing them to contact the fire inspection company and arrange for the suite inspection, along with submitting the required documents to the office by February 5, 2024. Failure to comply with this request will result in the imposition of the initial fine of \$50.00.
- 5.5 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.

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, February 29, 2024

6. **OLD BUSINESS**

- 6.1 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.

- 6.2 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.
- 6.3 For the moment, the roofs have been cleared of debris and leaves and the drains unclogged to permit water to flow freely and prevent unforeseen events brought on by the intense rain.
- 6.4 Strata Council would like remind owners of the bylaw regarding access and compliance to repairs in one's unit:

10.0 Allow entry to strata lot

- 10.1 A resident or visitor **must allow** any person authorized by the strata corporation to enter the strata lot **in an emergency, without notice**, to ensure safety or prevent significant loss or damage.
- 10.2 A resident or visitor **must allow** a person authorized by the strata corporation to enter the strata lot at a reasonable time, on 48 hours' written notice: (a) to inspect, repair or maintain common

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, February 29, 2024

property, common assets and any portions of a strata lot that are the responsibility of the strata corporation to repair and maintain under these bylaws or insure under section 149 of the Act

(b) to inspect, test and if necessary, repair or replace in-suite heat and smoke detectors

(c) to inspect and if necessary clean chimneys

(d) to inspect and clean dryer vents, or

(e) to verify these bylaws are being complied with

Inspection, testing and repairs of listed in items (a), (b), (c) and (d) are included in the annual operating budget and do not cost owners extra, as long as access to strata lots is given at the time notified.

10.3 The notice referred to in bylaw 10.2 must include the date and approximate time of entry, and the reason for entry.

10.4 If a resident or visitor does not provide access for the purposes specified in bylaw 10.2(b), 10.2(c), 10.2(d), the owner at their own expense must, within 30 days of the original inspection date, provide written proof that applicable inspection, testing, repair or replacement has been performed by an independent, qualified, licensed and insured company.

Not complying with the bylaws has the potential to result in fines

CORRESPONDENCE

Incoming:

7.1 Some owners have voiced concerns about unreasonable noise for quite a long time now, this unreasonable noise includes among others: children wandering around all the time, playing late at night, taking baths after 10 pm, adults having noisy arguments and repairs done when they aren't supposed to be working (at night). Please review the bylaws concerning noise 4.1. Kindly check with your family if you are causing unreasonable noise and disturbance to your neighbors, and make the required changes according to the bylaws. Fines may apply if the disturbance continues.

7.2 SL14 requesting approval for renovations in the suite. Strata Council received all forms and requirements and approved of the renovations.

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Thursday, February 29, 2024

- 7.3 Strata Council has received three quotes for salting the premises and snow removal. Two of the companies have been serving Cypress Point for several years. It was suggested to contact the company servicing Building D, Rainbow Project, as they are consistently punctual and perform excellently after snowfalls. The Strata Council has decided to try this new company and evaluate if their services yield more favorable results for Cypress Point.
- 7.4 Strata Council approved to have on the website the Shared Facilities contract.

Outgoing:

8. FINANCIALS

Accounts receivables as of February 6, 2024

SL81 \$2,043.32

Fund review as of October 31th, 2023

We are still waiting for November and December 2023 financials.

	October 2023
Contingency Fund	578,471.50
Special Levy Fund Carpet	593.78
Re-piping Fund	65,971.36
Exterior Building Fund	58,552.64
Future Remediation Fund	265,380.25
Gutters Levy Funds	19,262.62
Net Income Current Year	-11,609.61
Owners' Equity	\$976,622.54

9. MEETING ADJOURNED: 7:55 pm

10. Next Strata Council Meeting Thursday, February 29, 2024.