

STRATA PLAN NW 2050  
Strata Council Meeting Minutes  
Wednesday, June 30, 2021

<b>1. PRESENT:</b>	Gordon Farrell	Murray Thompson
	Carole Borthwick	Queenie Cheng
	Lindsay Armstrong	Joanne Parkinson
		Audrey Montero

**REGRETS:** Linda McLaren

**2. CALL TO ORDER:** 7:30 pm

### **3. ADOPTION OF MINUTES**

May 26, 2021 Council Meeting Minutes approved by email.

### **4. COMMITTEE REPORTS**

#### **4.1 Social**

There are no reports at the moment.

#### **4.2 Grounds and Gardening**

##### **4.2.1 Landscaping**

Yamato Landscaping Inc., continues their weekly service around Cypress Point. In June, the Yamato team focused on grass maintenance and flower bed cleanup. They planted annual flowers in front of the Cypress Point sign. Keeping the ivy under control that grows in many areas around the property requires a lot of

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work. Yamato trims the ivy where needed to keep it from growing up the walls of the buildings which causes damage to the stucco and from winding itself around the trunks and up into the branches of the trees. Yamato has also been working in the pool area cleaning it up in readiness for the pool opening. A plant that died was removed and trees were trimmed.



**Cypress Point Building A 7511**

#### **4.3 Block Watch**

Richmond Block Watch is now on Facebook

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

This paragraph is from the last Strata Council Meeting Minutes. We are leaving it here again for information. Strata Council approved discontinuing the security service. The security serviced involved looking after the Shared Facilities recreational rooms (the gym, the games room, the lounge, areas around the pool; as well as Shared Facilities located at Woodridge). Strata Council has received several emails from Woodridge requesting that we discontinue the service if is not necessary allowing a saving of \$15,000 per year in the Shared Facility budget. After looking at the security reports and having a lengthy discussion, Council voted to discontinue the service. We hope that Cypress Point continues to be a place with very few problems.

#### **4.4 Maintenance**

- 4.4.1** Corona Plumbing & Heating Ltd. supplied and installed two new digital clocks for the rooftop make-up air units for the hallway fans in Building C. They made connections to the existing wiring and programmed the new clocks. The total for the clocks and installation was \$858.20. Strata Council will monitor the performance of the digital clocks in Building C before deciding whether to replace the clocks Building B and A.
- 4.4.2** Corona Plumbing & Heating attended a leak in front of the car wash in Building A. Corona Plumbing investigated the boxed-in section of the ceiling. They disassembled the water damaged plywood and insulation as required to expose the water pipes. They located two pinhole leaks on the hot water main and placed temporary patches on them. They installed new insulation on the piping and reassembled the box with new plywood. Total for the repairs was \$1,028.33.

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- 4.4.3** Precision Door & Gate Service Ltd., was on site on Saturday, June 19, 2021 to fix the garage door in Building C, which had been hit by a car by accident. Special thanks goes out to owners for keeping an eye on what is happening around the complex and a very special thanks to the owner responsible for the accident for coming forward with the information.
- 4.4.4** Sitka Fire Protection Inc., attended a malfunctioning smoke alarm in SL62, for the total amount of \$246.75.
- 4.4.5** The electrician, Max Dragun, replaced an exit mount base that was broken near suite 107 in Building A. Also, he investigated a sign that was not lit on the first floor of Building B. In Building C, an exit sign was replaced that was broken near the fire doors outside Suite 134. All repairs totaled, \$340.00
- 4.4.6** Corona Plumbing & Heating cleaned both balcony drains outside SL44. They augured the drains while flushing with water out to the rain water leader. They flushed both drains, cleaned dirt from the screen and tested for clear and proper operation. They suggested installing a finer mesh screen to keep the dirt from entering the drain.
- 4.4.7** Assured Environmental Solutions Inc., our pest control company, has attended Cypress Point several times to do with the issue of squirrels on top of SL70. They did a visual inspection and checked, reset and dated traps as required

## **4.5 Shared Facilities**

### **IMPORTANT NOTICE**

#### **Cypress Point Residents:**

From the latest update on June 30, 2021, by order and direction of the Provincial Health Officer (PHO):

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British Columbia has dropped the requirement to wear masks in indoor public spaces.

Starting on July 1, wearing a mask in an indoor public space is recommended, but not mandatory, for those who are not fully vaccinated.

Those who are fully vaccinated, having waited 14 days since receiving a second dose, do not have to wear a mask in indoor public spaces.

“Some people may choose to continue to wear a mask and that’s OK – we all need to go at our own pace,” reads a presentation from the province.

“The Face Coverings Order under the Emergency Program Act will be lifted and no proof of vaccination will be needed.”

**A message from the Strata Council:** Feel free to keep wearing your mask if that’s what makes you feel more comfortable, but understand that it is no longer mandated by the Provincial Health Officer. Remember to be kind and considerate to others in our community.

#### **4.5.1 Games Room**

The Games Room can be booked for up to **10 people** per session. A waiver needs to be signed by each member prior to the session stating that participants do not present symptoms of COVID.

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**

The lounge can now be booked. To book the lounge, please contact the office to request the date. The lounge will be booked with a day in between to have the place cleaned and disinfected for the next user.

At this time, the lounge can accommodate **30 individuals** per meeting. A waiver needs to be signed by each member prior to the meeting stating that participants do not present symptoms of COVID.

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.

#### **4.5.3 Exercise Room**

Strata Council has worked on a COVID safety plan in order to open the exercise room. The safety plan is as follows:

Council has determined that a maximum of **6 people** only are allowed to use the gym at one time. All people are required to be physically distanced, 2 meters apart, while exercising, unless you are from the same family.

Please wash your hands when you enter the exercise room, before using the equipment.

Sanitize the equipment and/or the exercise station before and after use. Cleaning supplies will be available for residents to use.

Keep the exercise room clean and tidy. All equipment should be put back in its original place.

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Residents shall only use the gym for **one hour** so that other residents can make use of the gym as well.

No business activity is allowed in the exercise room (i.e. using a personal trainer). The exercise room is **only for residents of Buildings A, B, C, D, Woodridge and Ashford.**

You are prohibited to enter the exercise room if:

- You have had symptoms of COVID-19 in the last 10 days. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches or headache.
- You have been directed by Public Health to self-isolate.
- You have arrived from outside of Canada or
- You have had contact with a confirmed COVID-19 case must self-isolate for 14 days and monitor for symptoms.

The exercise room is scheduled to open on Monday, July 12, 2021 at 6:00 AM.

Failure to comply with the rules and regulations outlined above and the notices posted in the exercise room may lead to a month's suspension from the gym.

#### **4.5.4 Pool**

Strata Council has worked on a COVID safety plan in order to open the pool area. The safety plan is as follows:

Council has determined that maximum of **20 people** are allowed at one time in the pool area. All owners in the area are required to exercise physical social distancing of being 2 meters apart, unless you are from the same family.

The bathrooms and locker rooms will remain closed at this time.

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The water fountain will not be in operational at this time so please bring your own water bottle.

Since the pool is outdoors, no physical barriers have been installed.

Residents have one hour to use the pool which will allow more residents to use the pool.

You are prohibited to enter the pool area if:

- You have had symptoms of COVID-19 in the last 10 days. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches or headache.
- You have been directed by Public Health to self-isolate.
- You have arrived from outside of Canada or
- You have had contact with a confirmed COVID-19 case must self-isolate for 14 days and monitor for symptoms.

Please find attached the rules for the pool use.

Council Members, the Administrator and pool volunteers will help to remind residents of their responsibilities. Please be kind to each other.

We are waiting for the Vancouver Health Authorities to review the plan. The opening of the pool is dependent on approval from the health authorities.

#### **4.6 Bylaws**

Council would like to invite you to visit the Cypress Point website:  
<https://cypresspointstrata.github.io/> under Bylaws NW2050  
Bylaws Dec 04, 2018.pdf



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

## **5. NEW BUSINESS**

On **July 23, 2021 from 9 am to 3 pm**, Power Vac Duct Cleaning is scheduled to clean all dryer ventilation systems from the exteriors of Buildings A, B, and C. This year they are also cleaning the hallway ventilation systems and all related ductwork.

There are two parking stalls available for rent. One outdoors for \$25.00 and one indoors for \$35.00 per month. Please email the office or leave a message on the phone during office hours if you are interested.

Strata Council has initiated contact with different insurance companies in the hopes of obtaining a more affordable insurance premium for 2021/22, Our insurance renewal date is August 1<sup>st</sup> so we should be hearing from them soon and will keep owners updated.

Strata Council has approved an initiative put forward by SL70 to create a “leave one/take one” library for the Cypress Point Community. SL70 has offered to be responsible for the setup and running of the library which will be housed in the laundry room in Building C. The idea is for members of the community to donate books, cd’s and audio visuals that people can borrow.

Strata Council would like to inform all owners and residents of the new procedure for contacting the Strata Administrator. You may only contact the Strata Administrator from Monday to Friday from 9 AM to 5:00. For non-urgent matters you may send an email to the office: [nw2050@telus.net](mailto:nw2050@telus.net). For after hours emergencies, please contact members of the Strata Council. You will find updated contact information attached to these minutes, inside the elevators and on the bulletin boards in the lobby area near the mail room in each building.

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Members of the Cypress Point Community received a letter this month (June 2021) from the City of Richmond regarding proper recycling and garbage disposal. Failure to comply with the City's request will end with Cypress Point being fined which will be passed on to all owners of the Cypress Point. Strata Council is kindly asking residents to be extra careful when recycling and disposing of garbage. Carole Borthwick, Council Member has volunteered to request large posters which will one: allow owners to make sure the items to be disposed are in the proper recycling bin, and two: make sure that when the recycling bins are emptied by Waste Connections company, they get returned to the same place. Thank you, Carole, for your time and help. We hope that perhaps this effort will eliminate future problems with the City of Richmond.



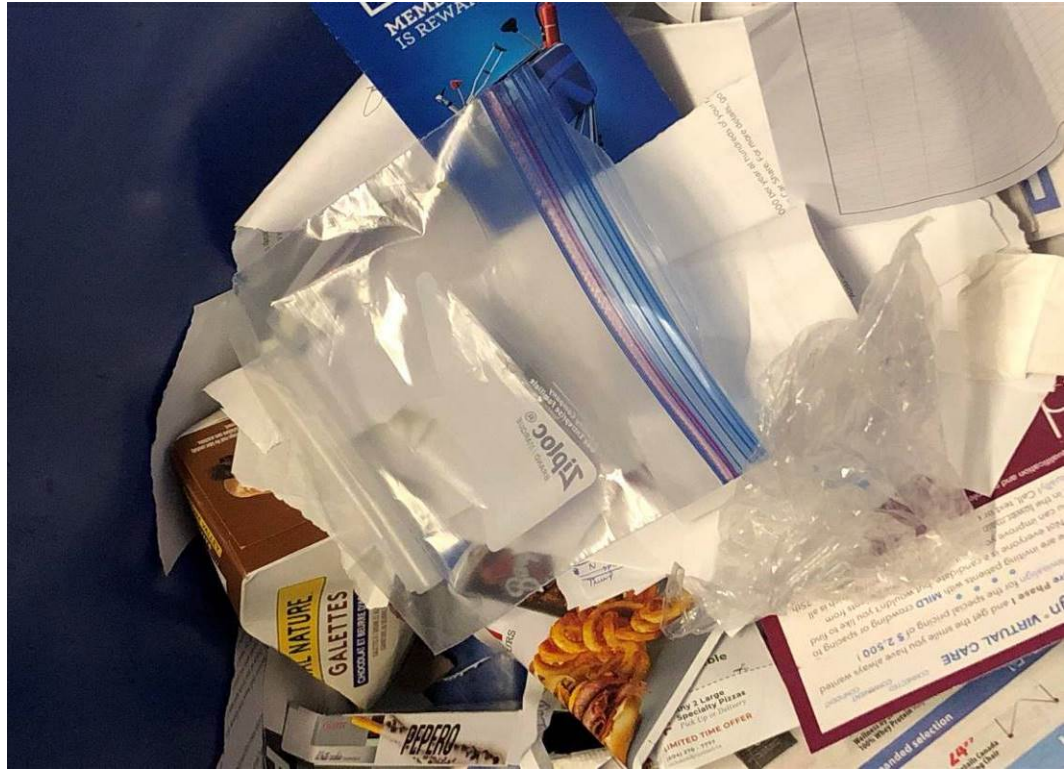
**Plastic wrapping** of any type does not belong in any of the recycling bins. Please dispose of it in the garbage bin.

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**Please Note:** Most residents do a great job of placing containers and paper products in the right recycling bin so if you bring your recycling down in a plastic bag and don't have time to sort it, **please toss it right into the garbage bin** otherwise it contaminates the whole recycling bin. It is a disservice to your neighbours who have worked diligently to recycle properly, it defeats the purpose of recycling and will most certainly lead to Cypress Point being fined.

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**Plastic bags** of any type do not belong in any of the recycling bins. Please put plastic bags in the garbage.

## OLD BUSINESS

**6.1** Please find below Cypress Point, Strata NW2050 website:  
<https://cypresspointstrata.github.io/>

**6.2** Carpet Project:

Island Carpet has everything ready to install the carpets. If everything works accordingly to the plan, the carpet project will begin in mid-August 2021. Any changes in the plan will be shared with all owners.

**6.3** The main email address for Strata NW2050 remains  
[nw2050@telus.net](mailto:nw2050@telus.net)

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The email address [cypresspointnw2050@gmail.com](mailto:cypresspointnw2050@gmail.com) is also an alternative address if you wish to use it.

- 6.4** West Coast Building Restoration Inc. is waiting to receive the windows which are being manufactured by Euroline at the moment. If everything goes according to plan, they will start the window installation by the end of July 2021. We are waiting for the construction schedule to be issued which should be in the next few weeks.
- 6.5** Residents are still leaving items in the lobbies of all the buildings. A kind reminder to all residents that unwanted items should be taken to Value Village or similar organization. Please do not leave unwanted items in the lobbies. Many thanks.
- 6.6** A representative of RDH Building Science, was on site on May 27, 2021 to perform the inspections on the elevators. We have not received any information or the report on them yet.
- 6.7** On July 9, July 10, and July 11, 2021, all bikes without a tag will be removed from the bike locker and donated. After the first clean-up is done, the second part will be to take the bikes outside one day to do a deep cleaning of the bike room.

## **6. CORRESPONDENCE**

### **Incoming:**

- 7.1** An email from SL88 asking Strata to look into repairs for the wooden balcony area in his suite. Strata Council will be assessing the situation and coming up with a plan if required.
- 7.2** Communication from SL14 regarding the broken handle on the patio sliding door in their suite.
- 7.3** A communication from SL87 regarding a damaged window.

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- 7.4** A communication from SL95 regarding damaged window.
- 7.5** A communication from SL84 complaining of noise coming from SL95.

**Outgoing:**

1. A communication to SL57 to disconnect the charging cable from the suite to the garage area for safety and insurable reasons.
2. An email to residents in Building B regarding Strong smell of Cannabis

**8. FINANCIALS**

- a) Accounts Receivable as of June 2021.

We are still waiting for an update from CrossRoads

- b) We are still waiting for April 2021 Financials from CrossRoads.

9. **MEETING ADJOURNED:** 9:00 pm

Next Strata Council Meeting July 28, 2021



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**CYPRESS POINT POOL RULES AND REGULATIONS**

For safety and enjoyment of users of this pool facility and in compliance with the Municipality of Richmond Public Health Regulations, the following rules and regulations must be complied with.

**(OFFENDERS WILL BE DENIED USE OF THIS AREA).**

**NO PERSON SHALL ENTER THIS POOL WHO:**

1. Has not had a cleansing shower (from your home)
2. Is obviously ill
3. Has open wounds or sores
4. Is wearing a bandage
5. Has sore or infected eyes
6. Has discharging ears or nose
7. Is not wearing clean or proper bathing attire (cut-offs are not permitted)
8. Is intoxicated
9. Has no visible swimming tag attached to swimwear
10. Is under 14 years of age unless accompanied by an adult (19 or older)

**NO PERSON SHALL IN THE POOL AREA:**

11. Eat or drink
12. Carry glass containers of any kind
13. Push or run in the pool area
14. Wear swim fins or any other like equipment
15. Swim alone
16. Swim other than within the posted hours of the pool
17. Behave in a boisterous or belligerent manner
18. Use radios or any other sound reproducible equipment

**CHILDREN**

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Huggies or Pampers are **not acceptable** swimwear. Cloth diapers with a plastic pant or ‘Little Swimmers’ are acceptable by the Richmond Board of Health Children under 14 may not use the spa or pool without an adult (19 years of age or older) in attendance.

**Children’s hours are: 10:00 AM to 12:00 NOON and 3:00 PM to 6:00 PM**

**NOTE: NO LIFEGUARD ON DUTY, SWIM AT YOUR OWN RISK!!**

Green or orange pool tags must accompany all users of the pool/spa.

## **FITNESS CENTER AGE RESTRICTIONS**



**Youth ages sixteen (16) and older** are authorized independent (self-directed) use of the Fitness Center

**Youth ages ten (10) to fifteen (15)** are authorized use only when accompanied by and with direct supervision by a parent or legal guardian age 18 or older.

**Children Ages 9 and under.** Youth nine (9) and are not authorized in the Fitness Center

### **Direct Supervision**

Direct supervision is defined as:

- The sole responsibility of the parent or legal guardian to supervise and care for the child.
- The adult cannot leave the child unattended anywhere in the Fitness Center.
- During cardiovascular/weight training activities, the parent or legal guardian is required to act as the child's workout partner/"spotter" for children ages 10-15 years old.

Thank you for your understanding.

Strata Council NW2050

STRATA COUNCIL MEMBERSHIP 2021  
CYPRESS POINT ABC  
STRATA PLAN NW2050

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(Mailing address only)	Administrator: Audrey Montero

Office is located in the lobby of 7511 Minoru Boulevard (Building A)

<p style="text-align: center;">Cypress Website is: <a href="https://cypresspointstrata.github.io/">https://cypresspointstrata.github.io/</a> Password for the minutes is their date in numeric form. e.g. August 17, 2020.pdf is 170820</p>
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