

STRATA PLAN NW 2050
Strata Council Meeting Minutes
Wednesday, September 28, 2022

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

2. **CALL TO ORDER:** 7:16 pm

3. **ADOPTION OF MINUTES**

Wednesday, August 31, 2022 Strata Council Meeting Minutes were approved by email.

4. **COMMITTEE REPORTS**

4.1 Social

Ed Oikawa, a beloved and longtime resident, passed away in September 2022. For many years, Mr. Oikawa lived in Building B. However, when his needs for daily assistance increased, he relocated to a retirement home to spend the remainder of his days.

4.2 Grounds and Gardening

4.2.1 Landscaping

Yamato Landscaping Inc. continues with the weekly scheduled maintenance in the gardens around Cypress Point. During the past few weeks, they have been trimming trees, removing dead bushes, and working in the garden beds. The amount of water we received during the months of June, July and August made a big impact in the amount of growth on the trees and plants around Cypress Point. Special thanks to SL87, SL105, SL42, and SL92 for keeping an eye on the trees and communicating the information with the office,

A crew from Bartlett Tree Experts was on site on September 21, 2022 and completed work related to large trees. Their goal among others was to:

Maintain size and shape, improve appearance, reduce risk of branch failure, remove dead branches as needed, improve structure and growth habit, establish proper branch spacing, provide clearance to the buildings, reduce likelihood from storm damage and remove all debris.

The total of the work for Bartlett was \$3,469.00

Strata Council continues to be thankful of the time and effort SL105 invested in taking care of the planters at the entrances of Building A, B, and C. The planters continue to grow and bloom beautifully! Thank you!

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 Richmond Block Watch.

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4.4 Maintenance

- 4.4.1 Assured Environmental has been on site attending to ongoing issues around the buildings keeping in touch with the Administrator to ensure new matters are addressed.
- 4.4.2 Regarding the SL84 kitchen drain project, we are waiting for Corona to schedule a consultation with us, SL105, and the roof specialist. The aim is to get both companies as soon as they are available.
- 4.4.3 Max, the electrician was on site the last week of September. He was able to install the new light fixture in front of Building A, and the old fixture was then installed in the back of Building B beside the Lounge patio area. He needs to buy replacement parts for the exhaust fan for the garbage room in Building B 7531 which will move the air outside of the building instead of inside the parking garage. A few light fixtures need to be replaced around Buildings A and B as well as installing new light fixtures above the recycling bins in Building C.
- 4.4.4 Two skylights are due for replacement and one for finishing work. The skylights in SL23 and SL67 have cracks and need the glass replaced. There are repairs pending around the skylight in SL98. The idea is to work all three repairs at the same time to minimize costs.
- 4.4.5 The repairs on the first floor in the hallway of Building B are still waiting for Corona Plumbing and Heating to give us a date to commence the work. Once dates are confirmed we will notify the owners and residents.
- 4.4.6 Corona Plumbing and Heating has suggested changing the fan schedule during summer months, turning on the fans at 9:00 pm and turning them off at 7:00 am, to keep the hallways cooler. The regular schedule during the day will be maintained.

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.

4.5.3 Exercise Room

The exercise room can operate at the normal capacity. The exercise room is not large and can accommodate 6 to 8 participants.

Max, the electrician was able to fix the fan in the exercise room. The fan is not too strong but provides air in and out of the window.

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Kevan and Luke, carpenters are working on the windows of the gym in order for them to open and close properly. Kindly remember to close all the windows and turn off the light if you are the last person exiting the room. Strata Council thanks you for your cooperation

4.5.4 Pool

The pool will close for the season on October 15, 2022.

On September 20th, 2022 two representatives of Imperial Pool had a meeting with Strata Council Members and the Administrator, to discuss the discoloration (dark areas) at the bottom of the pool as well as potential assistance with the hot tub and pool care in general. We will wait until the end of the season to begin work on the pool. Information on the progress of the work will be released in the upcoming months.

Pool tags can be purchase by suite owners if they do not possess the four tags that should have come with the suite and would like to use the pool. Each suite is allowed to purchase 4 tags. Each tag is \$8.00

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

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

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5. NEW BUSINESS

- 5.1 If you are interested in serving as a Strata Council Member, kindly send your information to the office so it can be added to the agenda for the next Annual General Meeting.
- 5.2 A representative from WorkSafe BC met with the Strata Administrator to review procedures for buildings with asbestos. Work BC was surprised to find out that our buildings have never tested positive for asbestos and just in case provided guidelines for safety. You will be able to find the report attached in this email together with the Strata Meeting Minutes.

6. OLD BUSINESS

- 6.1 The final window inspection/repairs are scheduled for October 4, 2022. This visit will finalize the Window Replacement Project in Buildings B and C.
- 6.2 On Tuesday, June 28, 2022 RDH was on site to begin the roof assessment for Strata NW2050. The report has been completed and it is attached to this email together with the Strata Council Meeting Minutes for your review. You will also be able to find it on the Strata NW2050 website.
- 6.3 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.

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- 6.4 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.

- 6.5 The Annual General Meeting has been scheduled for **Wednesday, December 7, 2022 at 7:00 pm**. It will be an in-person meeting in the Lounge.

You may drop off your proxy to the Cypress Point Office by no later than Tuesday, **December 6, 2022** 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 December 7, 2022. Please feel free to email the office: nw2050@telus.net if you have any questions.

This year, the Strata Council 2050 has two openings. This is a fantastic opportunity to volunteer for your community and join the strata council.

- 6.6 This notice is for Building B (7531) owners and residents. The carpets are still brand-new. The stairs leading from the south side of Building B have some stains. Accidents sometimes happen, so be kind to your neighbors and clean up the mess if you drop something.

- 6.7 The mandatory annual chimney inspection is scheduled for Tuesday, October 18, 2022. 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. COVID-19 protocols will be followed, including wearing a mask and gloves, and practicing physical distancing. 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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- 6.8 The annual Fire & Safety Inspection is mandatory and it will be conducted by Sitka Fire Protection Inc. on Tuesday, October 18, 2022, 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. COVID-19 protocols will be followed, including wearing a mask and gloves, and practicing physical distancing. 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.

7. CORRESPONDENCE

Incoming:

Strata Council received emails from SL27 regarding:

- Procedures regarding cameras in the buildings. Strata Council is still discussing the various issues to be presented to the owners for them to vote on at the AGM.
- Hallways fan changes in the buildings. Strata Council is still discussing different ways of bringing down the temperature in the hallways during the hot season, keeping odors out of the hallways as well as not allowing too much cold air to be circulating in the hallways during the winter season. Weather conditions have changed during the last few years. If it is deemed necessary for the comfort of the residents of the buildings, changes will be implemented.
- Door repairs and responsibilities. Door repairs and responsibilities at time can be ambiguous. Quoting the Strata NW2050 Bylaws we find:

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1. (e) a strata lot, but the duty to repair and maintain it is restricted to
 1. (i) the structure of a building,
 2. (ii) the exterior of a building,
 3. (iii) chimneys, stairs, balconies, patios, decks, and other things attached to the exterior of a building,
 4. (iv) doors, windows and skylights on the exterior of a building or that front on the common property, and
 5. (v) fences, railings, and similar structures that enclose patios, balconies and yards.

An email from SL70

- Questions regarding cameras in Cypress Point, concerning of location.
- Comments on having clear notice regarding the pool rules.
- Thanking Strata Council for all the work they do. I think sometimes owners forget these special owners who volunteer their time and energy for the betterment of the Cypress Point Community. Thank you, Norma, on behalf of Strata Council Members.
- Questions regarding who cleans the floor in the garbage rooms: Shirley our custodian sweeps the floors, but it is not enough for the kind of dirt the rooms accumulate due to lack of care from some owners. Strata Council has decided to perform three power wash per year.

An email from SL98

- Regarding raccoons on site. Raccoons have been on site for a while now. There is nothing the pest company can do about it. The owners have been advised by the Strata Council to make sure no food is left unattended. Raccoons find food, water, dirt, trash, and shelter to be very alluring. Raccoons will seek out new environments if any of those are absent.
- Regarding trees size. The arborist worked on the trees. We will follow up and make sure it was included in the maintenance.
- Suggestion to surround the tree with a metal fence to keep raccoons from climbing it.

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Outgoing:

An email to Imperial Paddock, the pool company regarding the pool and maintenance issues.

8. FINANCIALS

Accounts Receivable as of September 30, 2022

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|-----------------|-----------------|
| SL20 \$5,332.93 | SL81 \$1,195.41 |
| SL89 \$987.76 | |

Fund review as of July 31, 2022

July 2022

| | |
|--------------------------------|------------------------|
| Contingency Fund | 505,260.48 |
| Special Levy Fund | 57,241.33 |
| Re-piping Fund | 55,734.25 |
| Exterior Building Fund | 62,896.34 |
| Future Remediation Fund | 145,887.01 |
| Net Income Current Year | <u>2,173.85</u> |
| Owners' Equity | 829,193.26 |

9. **MEETING ADJOURNED:** 8:18 pm

10. Next Strata Council Meeting Wednesday, October 26, 2022 at 6:30 PM