

STRATA PLAN NW2050
Strata Council Meeting
Wednesday, May 27, 2015

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

GUEST: Tom Hargraves, Presentation

2. CALL TO ORDER: 6:36 pm

3. ADOPTION OF MINUTES

- a. February 25, 2015 minutes - approved by email vote.
- March 25, 2015 - quorum not met.
- April 29, 2015 - Administrator on vacation - meeting not held.

4. COMMITTEE REPORTS

- a. **Social** - One of the original residents of Cypress Point, Kaye Oikawa, passed away on March 3, 2015 at the age of 93. A thank you card was received from the Oikawa family in response to our card and food basket.

b. Grounds and Gardening -

- Healing Hands prepared the four areas in front of Bldg. B for new plantings. Two of the areas have been planted. The remaining two areas will receive plants from other areas around Cypress that are becoming overgrown.
- A planting design will be completed for these two areas prior to the fall.
- Tyax have been onsite to tamp down any pavers that are sticking up and present a tripping hazard. They have also filled the joints on the pavers that are as a result of new wood borders being provided along the walkways.
- We are experiencing drainage issues at the front of Bldg. B; the west side of Bldg. A and the south side of Plaza AB. The water from the roof areas drain into these spots and we may be able to tie into a proper drain to alleviate the problem. Quotes and suggestions have been requested from Corona and Tyax.
- Unknown persons capped off four sprinkler heads at the SW corner of Bldg. C so that the sprinkler system would not work.

c. Fire & Security -

- 1. Block Watch - Gordon Farrell is captain. Cheryl Jones has been appointed co-captain.
- 2. Unknown persons stuffed the garbage pail inside the ladies change room on

the Woodridge property with newspapers and set it on fire. *This is a huge liability and loss of life concern.*

3. A few car break-ins were reported the weekend of March 21 & 22. A garage remote was stolen and subsequently deleted. How access to the parkade was gained remains unknown. The Strata Council advises that you do not leave anything visible inside your vehicle that may make you a target. Woodridge Estates had eight car break ins around the same time and numerous items were removed from the vehicles and trunks of those cars.
4. A quote was obtained for new lighting that would light up the barbecue area where Woodridge state that large groups of youth have been known to convene with drugs. One upgraded fixture is all that is required however the Woodridge council has rejected the proposal. *As this area and the location are both on their property, the decision remains with them.*

d. Maintenance

1. Corona made repairs to a leaky main line in Bldg. B that necessitated a building wide water shut down.
2. Council to consider installing a curb at Bldg. B where the new planting has taken place. *Defer.*
3. The sprinkler company that we have been using is charging \$110.00 labour per hour. *Corinne will obtain quotes from other companies for this service.*
4. The rooftop deck owners received a notice to clean the leaves and debris from the roof top decks. It was noticed that one owner has tampered with the deck tiles and some tile pins are in the gutter and some of them are lying under the tiles. *They will need to be put back together by a professional and the owner charged back with the costs. Council approved.*
5. Residents asked whether or not they could place the new kitchen catcher on the balcony to avoid food smells. *Council did not approve this due to the possibility of odours and attracting rodents.*
6. We have received a WARNING from the Green cart provider and the cardboard recycling company that regular garbage and plastic bags are being thrown into the bins rendering the bins uncollectable This is a large problem in all buildings and as of July 1, 2015 we will start to be fined. We are allowed to put all paper products into the cardboard bin so we could do away with the paper bins x 2 in Bldgs. A & C providing more space in these rooms. We may also need to issue notices to all residents and put very large clear signage into the garbage rooms in dual languages in order to have residents follow the rules. *Deferred as this requires in depth discussion.*
PLEASE DO NOT THROW PLASTIC BAGS IN THE CARDBOARD OR GREEN CART BINS.
7. The Green carts with food recycling will be picked up weekly on Tuesdays.
8. The lighting at the top of the lounge stairs was changed to a timer when a sensor had been requested. It was noticed that the lights were on in broad

daylight and the electrician has been requested to provide the sensor system as originally requested to avoid using unnecessary power.

9. A power smart review of the buildings was carried out on May 19th at a cost of \$600.00 which is refundable once we proceed with any work required.

Two quotes will be provided from BC Hydro's approved contractor list prior to the June council meeting.

10. A quote was received by the Temp Administrator to install vending machines. We would receive a portion of the revenue if we proceeded. *Declined.*

11. The City of Richmond will be replacing water mains on Minoru Boulevard from May 25 to August 28th from Monday to Friday - 7 am to 5 pm.

12. Offer the electric fireplace program once again to those owners who missed having their suites completed the first time? *Council approved.*

e. Shared Facilities

1. The black rubber flooring for the exercise room arrived in the wrong thickness but the correct thickness has now been installed and the room looks better than ever.
2. Fitness Town were on site to repair some of the equipment and to provide new equipment that was approved by Council.
3. A Shared Facility Meeting needs to be arranged and an agenda set.

Possible topics of discussion are:

- *future use of the games room
- *we have implemented a permanent change to the children's hours in our bylaws.
- * drug issues being experienced by all Strata's - dope, bong, etc.
- * behaviour at the pool
- *fire in ladies change room - arson or accidental?
- *install fob on Woodridge SF door to hot tubs
- *lighting at the BBQ area due to youth parties - Although Woodridge has been experiencing issues in the BBQ area, the lighting proposal did not obtain a majority vote of their council thus will not proceed.

Council SF members to set a date.

4. Pendant lights in the lounge - Max recommends we change the pendant lights in the lounge as they are very brittle; are not very serviceable and the socket needs to be changed. He advised we stay away from MR16 and GU10 or anything of that nature. The current pendant lights are notorious for burning out. *We will look for the recommendation in the Power Smart assessment.*
5. Pictures have been hung in the lounge which will complete the renovations that taken place over the last few years. The lounge upgrade looks wonderful.
6. Some residents are complaining that the palm tree by the hot tub may poke someone's eye out. *Council to have the fronds tied back until the tree is*

larger. The arborist will be asked if this has been planted in the right spot.

f. Bylaw Committee - Aviva

Update from Bylaw Committee – The update is still in progress.

5. NEW BUSINESS

- a. The Strata Corporation has a locker (\$30.00 per mo) and exterior parking (\$25.00 per mo.) for rent.
- b. A parking pass has not been returned to the office from Dec 2014 although numerous attempts have been made to retrieve it. *Council approved charging the suite \$25.00 for it.*
- c. Change the Costco card at the end of the year? *Defer.*
- d. Do we want to post the office procedures on our website for all to see? *Declined.*
- e. One of our residents is having all of our drawings per building put onto discs.
- f. Residents are failing to report people moving in and out of the buildings in accordance with the bylaws. Some suites now have many more residents than originally reported. Charge a move in fee as per the bylaws? *Approved.*
- g. A resident asked if the outside storage could be used as a bedroom. *Declined as it contravenes the city Bylaws that states a bedroom must have a door and a window.*
- h. A dryer caught fire in Bldg. B. It was the result of a defective dryer. Fires of this nature can also be caused by the lint not being cleaned out after use.
- i. Tom Hargraves filled in for Corinne while she was on vacation.
- j. Council selected finishes for the laundry room renovation quotation.

6. OLD BUSINESS

Tony Gioventu advised in The Province on Thursday, May 21, 2015 that a Depreciation report does not give the planner free license to impose interpretations of bylaws, the strata plan of the strata corporation or any easements or covenants. If your consultant is not prepared to correct errors in a report, it is a nominal cost for the strata to consider an action in small claims court or a complaint to their regulating body. *We experienced several of these issues with our engineering firm.*

7. CORRESPONDENCE

Outgoing

- a. Letter sent re repairing damage to a fireplace two months after the fact.
- b. Demand letters sent for outstanding accounts receivable
- c. Letter sent with plumbing invoice for recent water leak
- d. Four Bylaw violations were issued:
 - 1 suite re plastic storage bins piled high in the bay window area
 - 1 suite re items on the balcony ledge

- 1 suite regarding failure to advise of an additional tenant
- 1 suite regarding alcohol in the pool area, pool tags & noise issues.

Incoming

- a. Resident filed an official complaint about the strata's security services as their vehicle was broken into by smashing the window and items were stolen from the car. *The Strata Council is very serious about maintaining security to the best of their ability within financial guidelines and owner's consent.*
- b. Letter and cheque received from Woodridge Estates for the 2014 year end surplus. *Our portion was \$3,773.86.*

8. FINANCIALS

- a. Accounts Receivable for March 15, 2015 is \$7,381.01 (4 owners).
Accounts Receivable for April 15, 2015 is \$7,818.48 (6 owners).
Accounts Receivable for May 15, 2015 is \$7,331.96 (6 owners). A lien has been placed on one property and if the account has not been paid in full by June 30, 2015, legal proceedings will commence.

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|-------|----------|
| SL 4 | 1.25 |
| SL 32 | 300.00 |
| SL 80 | 48.00 |
| SL 76 | 5,720.99 |
| SL 21 | 379.48 |
| SL 20 | 832.24 |
| SL 63 | 50.00 |

- b. Woodridge Shared Facility February, March & April financials were received.
- c. Cypress Shared Facility February, March & April financials issued.
- d. Approval of Cypress November to March financials - approved subject to audit.
- e. An error on the budget was reported by CrossRoads. The line item for Fire Test Equipment did not add causing the budget to be out by \$6,000.00. This line item has now been added in and the contribution to the CRF has been decreased from \$50,000.00 to \$44,000.00 in order to make the Proposed 2015 budget balance.
- f. An invoice re the rooftop deck project from 2013 has been received. A reduced amount was agreed upon with council and the sub trade invoice is to read 'paid in full'.

g. April 2015 Fund Overview

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|-------------------------|---|
| CRF | 116,917.24 |
| Repiping Fund | 65,711.36 |
| Exterior Building Fund | 20,969.16 |
| Future Remediation Fund | <u>81,271.48</u> |
| Grand Total CRF | 284,869.48 (of which 140,000.00 is in a GIC) |

9. OTHER BUSINESS

10. EMAIL VOTES

1. Council approved the Administrator switching days from April 9 to April 13.
2. Council approved the Feb 25, 2015 minutes.
3. Council approved proposed renovations from SL71.
4. Council approved Insurance Option 3. Extended Replacement Cost 110%, Bylaws
5. Council approved a Power Smart assessment for \$600.00.

11. MEETING ADJOURNED: 9:20 PM

12. NEXT MEETING: June 24, 2015